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

Hampton Redevelopment And Housing Authority

PHA Plans

5 Year Plan for Fiscal Years **2008 - 2012**
Annual Plan for Fiscal Year **2008**

PHA Plans Update 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: Hampton Redevelopment and Housing Authority
22 Lincoln Street, 5th Floor
Post Office Box 280, Hampton, VA 23669

PHA Number: VA017

PHA Fiscal Year Beginning: (mm/yyyy) 01/**2008**

PHA Programs Administered:

☒**Public Housing and Section 8** ☐**Section 8 Only** ☐**Public Housing Only**
Number of public housing units**: 541** Number of S8 units: Number of public housing units:
Number of S8 units: **2478**

☐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
Assisted Housing Office, 1 South Armistead Avenue, Hampton, VA
Property Management Offices: 100 Langley Ave, 301 W Chamberlin Ave and 1139 LaSalle Ave.

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)

Assisted Housing Office, 1 South Armistead Avenue, Hampton, VA
Property Management Offices: 100 Langley Ave, 301 W Chamberlin Ave and 1139 LaSalle Ave.

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)

Assisted Housing Office, 1 South Armistead Avenue, Hampton, VA
Property Management Offices: 100 Langley Ave, 301 W Chamberlin Ave and 1139 LaSalle Ave.

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)

Purpose Statement:

- We revitalize and empower communities.

B. Goals

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

The Hampton Redevelopment and Housing Authority's Missions and Goals for FY 2008-2012 are listed below:

Mission 1. Develop and Nurture Healthy Neighborhoods and Business Districts

Goal 1. Revitalize and Stabilize Residential Neighborhoods

Goal 2. Redevelop, Revitalize, and Stabilize Commercial and Multi-Family Properties

Mission 2. Be the Preferred Provider of Affordable Rental Housing

Goal 1. Manage, Maintain, Increase, and Upgrade Existing Authority-Owned Housing Stock

Goal 2. Administer a Section 8 Tenant Based Program

Goal 3. Comply with Fair Housing Laws

Mission 3. Present Opportunities to Residents of Authority-owned Housing and Other Program Participants to Maintain/Achieve Self-Sufficiency and Independence

Goal 1. Provide Linkages to Educational Training, Employment, and Business Opportunities

Goal 2. Coordinate the Delivery of Available Services to Enable Elderly/Disabled Residents to Continue to Live Independently

Goal 3. Provide Opportunities to Low-Income Residents to Prepare for Homeownership

Goal 4. Provide Linkages for Residents to Programs that Enhance the Quality of Family Life

Goal 5. Coordinate the Administration of all Grants to Meet Stated Goals and Objectives

Mission 4. Operate the Authority in an Administratively Healthy and Fiscally Responsible Manner

Goal 1. Implement and Manage the Authority within the Policies Set Forth by the Board of Commissioners

Goal 2. Pursue and Maintain Adequate Funding

Goal 3. Maintain High Performance Standards

Goal 4. Provide Appropriate Facilities: Tools/Equipment, Computer Hardware/Software, and Communications Equipment for Staff

Goal 5. Develop the Leadership and Teams that Promote and Support a Vibrant Authority Culture

Goal 6. Create General Public Awareness of the Authority's Programs and Services

Goal 7. Be the Employer of Choice for Those Who Support the Authority's Purpose

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.

Value Statement

The Hampton Redevelopment and Housing Authority Values:

- **Quality Service:** using good judgment, attention to detail, and creating a positive experience.
- **Integrity:** embodying the spirit of honesty, ethical behavior, and good character.
- **Proficiency:** doing the right thing in an effective way in a timely manner within budget.
- **High Performance:** exceeding expectations by taking appropriate initiative and being responsible for the results.

The Hampton Redevelopment and Housing Authority (HRHA) has prepared its 2007 Agency Plan as in past years to compliment existing HUD subsidized housing programs and to continue moving forward in redevelopment activities in conjunction with the City of Hampton, implementation of replacement housing initiatives, new construction projects, initiatives to provide assistance to residents to become self-sufficient, assistance to current and future homeowners, and to prepare for the mandatory conversion to asset management as required under the Operating Fund Program final rule issued in 2005. Staff have reviewed the strategies outlined in the 2010 strategic plan and are confident that these strategies are consistent with the conversion to asset management and will position the Authority to be the low to moderate income provider of choice in the city of Hampton.

The Authority's purpose statement and missions and goals incorporate the values that are important to managing a high performing agency, to provide a pleasant

and productive work place for staff and to be consistent with the strategies identified in the City of Hampton's Consolidated Plan.

2007 Update
2010 Strategic Plan

The Authority continues to proceed along the plan set by its 2010 Strategic Planning Initiative. This initiative was intended to coordinate our various planning documents and activities into a uniform set of strategies that will move the Authority towards a specific vision for the future. The top five strategies are listed below along with an update on their status.

Top 5 Strategies

1. Implement Project Based Accounting – Create and implement a project-based accounting and management system by 2007 and begin creating an asset management system by 2010.

   This is addressed elsewhere in the Agency Plan but the Authority is on schedule towards full implementation of project based accounting and management. Pending any regulatory changes by HUD, we will submit our Stop-Loss Application prior to the October 15th deadline.

2. Lessen Dependence on HUD – Increase non-HUD funding.

   The Authority has worked with state and local entities to increase the amount of funding from non-HUD sources. With federal funding lessening and requirements increasing, we believe this is important for our long term ability to serve the people of Hampton. To date, the most significant additional funding that has been identified, and is being pursued, is leverage of projects via Low Income Housing Tax Credits offered by the Virginia Housing Development Authority.

3. Diversify Housing Units – Develop a mix of HUD regulated and non-HUD regulated housing.

   This goal works in conjunction with the above goal to lessen dependence on HUD funding. As mentioned above, the Authority is pursuing mixed funding projects that include HUD funds and a mixture of other funds. An existing project that will carry into 2008 is the creation of up to 30 town homes using Replacement Housing Funds and Tax Credits. The purpose of this combination is to develop affordable housing with a range of incomes and families that will blend into the strong communities that exist in Hampton.

4. Create Elderly Housing - Create housing options to satisfy increasing demand for the elderly.

   The Authority has long recognized the aging of our population and sought measures to provide housing that is affordable and sensitive to both the social and physical needs of residents 55 and older. The Authority has identified land suitable for development of elderly housing and is in the process of determining funding sources which may include applying for a Section 202 grant in addition to Tax Credits and low interest debt funding from VHDA and FHA.

5. Improve Lincoln Park – Implement site and physical improvements to Lincoln Park

   The Authority has already improved Lincoln Park with recent additions that include a new covered entranceway, mail box stations, parking and pavement work, landscaping, signage and a new playground for children. With that, the goal of improving Lincoln Park is complete but the structure is aging and the Authority is making long term plans to preserve the 276 units that exist on the site. Preservation may include an application to voucher out the project or use selective/partial/total demolition to redevelop the property.

One of the initiatives that predates and extends beyond the 2010 Strategic Plan is homeownership. The Authority is very aggressive at creating homeownership opportunities for low income families. To that end, we incorporate a plethora of programs and funding to help increase the rate of homeownership in the City of Hampton among low income homebuyers. Listed below is a snapshot of our programs and the resulting successes.

- The Sponsoring Partnerships and Revitalizing Communities Program (SPARC) is sponsored by VHDA and used by the Authority to lower the interest rate for low income homebuyers. Over the past program year, which includes July ’06 to June ’07, the Authority worked with 25 homebuyers to obtain $3,669,302 in mortgages at interest rates ranging from 4.5% to 6%. An additional $725,920 in mortgages was used for four moderate income families purchasing their first home.

- Through the HOME Investment Partnership Program the Authority offers down payment assistance to low income homebuyers. Over the 2006 calendar year, the Authority allocated up to $20,000 to 26 homebuyers to purchase homes.

- Hampton has two Homeownership Programs that allow public housing residents to live in single family homes and ultimately purchase the home. The Authority submitted a request to alter the procedures in our original application to SAC in order to improve the program. It is our hope that we will receive approval from

SAC to improve the program and create more homeowners with the remaining 20 homes

- To create better informed and educated homebuyers, the Authority recently created a Homebuyers' Club. This club operates in partnership with VHDA to conduct classes and with two local organizations to offer one-on-one credit counseling. The club has 15 participants and is largely made up of employees in the public school system. It meets monthly for 16 sessions in order to train homebuyers on how to keep and maintain their home after the initial point of homeownership.

- As a certified Class A contractor in the Commonwealth of Virginia, the Authority coordinates development of single family homes to increase the supply of quality affordable housing in Hampton. We build approximately 10 to 20 homes per year where the Authority acts as the General Contractor and bids the work out to subcontractors to lower the cost. We are currently in the construction phase of seven homes and will begin five additional homes later in the year. Due to the success of this program, the Authority is researching the possibility of incorporating our new construction activities in order to increase affordable housing throughout Hampton Roads.

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.

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Attachments

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

Required Attachments:

☒ Admissions Policy for Deconcentration **(VA017a01)**
☒ FY 2008 Capital Fund Program Annual Statement **(VA017c01)**
☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) **– not applicable**
☒ List of Resident Advisory Board Members **(VA017i01)**
☒ List of Resident Board Member **(VA017h01)**
☒ Community Service Description of Implementation **(VA017f01)**
☒ Information on Pet Policy **(VA017g01)**
☒ Section 8 Homeownership Capacity Statement, if applicable **(VA017o01)**
☒ Description of Homeownership Programs, if applicable **(VA017r01)**

Optional Attachments:

☒ PHA Management Organizational Chart **(VA017p01)**
☒ FY 2008 Capital Fund Program 5 Year Action Plan **(VA017d01)**
☐ Public Housing Drug Elimination Program (PHDEP) Plan **– not applicable**
☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
☒ Other (List below, providing each attachment name)
- Resident Advisory Board Recommendations/Review Process **(VA017j01)**
- Voluntary Conversion Required Initial Assessments **(VA017m01)**
- Replacement Housing Plan and Development Proposal **(VA017n01)**

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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
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.	Section 504 Self Evaluation and Compliance Audit completed August 2007
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	Housing Needs Statement of the Consolidated Plan for Hampton and additional backup data to support statement of housing needs for families on the public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), 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 Quality Housing and Work Responsibility Act Initial Guidance; Notice* 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 ☒ 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 ☐ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy	Annual Plan: Operations

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-Up Plan to Results of the PHA's Resident Satisfaction Survey (if necessary).	Annual Plan: Operations and Maintenance and Community Service and Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP).	Annual Plan: Management and Operations
X	Public housing grievance procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ☒ 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
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	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 ☒ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs ☒ check here if included in the public housing A & O Policy	
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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). ☒ check here if included in the public housing A & O Policy	Annual Plan: Pet Policy
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Designation of the Section 504 Coordinator Memo	Annual Plan Attachment

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.

July 18, 2007 Information is current based on City of Hampton 2000 CHAS book and the 2005-2010 Consolidated Plan

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	**5992**	4	2	3	1	1	3
Income >30% but <=50% of AMI	**6146**	1	1	3	1	1	3
Income >50% but <80% of AMI	**10302**	1	1	3	1	1	3
Elderly	**5378**	4	1	1	2	1	1

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Families with Disabilities	*						
White American	*						
Black American	*						
Hispanic	*						
Asian/Pacific Island	*						

See excerpt from City of Hampton 2005-2010 Consolidated Plan, Section IV-Housing Needs Analysis and Strategies (File name: VA017b01)** ***Figures are based on 2000 CHAS Data Book projections.

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

☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2000

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☐ Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☒ Public Housing **(As of 06/30/07)** ☐ 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	**1917**		**105 units**

form **HUD 50075** (03/2006)

Housing Needs of Families on the Waiting List			
			(07/01/06-06/30/07)
Extremely low income <=30% AMI	**1544**	**81.0%**	
Very low income (>30% but <=50% AMI)	**324**	**17.0%**	
Low income (>50% but <80% AMI)	**49**	**2.0%**	
Families with children	**1092**	**57.0%**	
Elderly families	**20**	**1.0%**	
Families with Disabilities	**135**	**7.0%**	
White American	**176**	**9.2%**	
Black American	**1697**	**88.5%**	
Hispanic/Am Indian	**36**	**1.9%**	
Asian/Pacific Island	**8**	**.4%**	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	**690**	**35.99%**	
2 BR	**928**	**48.41%**	
3 BR	**228**	**11.89%**	
4 BR	**60**	**3.13%**	
5 BR	**11**	**.57%**	
5+ BR	0		

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

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) ☒ Section 8 tenant-based assistance **(As of 6/30/07)** ☐ 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	**4565**		**396 (7/1/06-6/30/07)**
Extremely low income <=30% AMI	**3287**	**72.0%**	
Very low income (>30% but <=50% AMI)	**1187**	**26.0%**	
Low income (>50% but <80% AMI)	**92**	**2.0%**	
Families with children	**2919**	**63.93%**	
Elderly families	**84**	**1.83%**	
Families with Disabilities	**183**	**4.0%**	
White American	**266**	**5.82%**	
Black American	**4209**	**92.2%**	
Hispanic/Am Indian	**61**	**1.32%**	
Asian/Pacific Island	**31**	**.66%**	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A for Section 8		
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

form **HUD 50075** (03/2006)

Housing Needs of Families on the Waiting List
Is the waiting list closed (select one)? No **X** Yes **(as of 7/13/07)** If yes: How long has it been closed (# of months)? 3 Does the PHA expect to reopen the list in the PHA Plan year? ☐ No **X**Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No X Yes **HUD VASH**

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)

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

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

☐ Employ admissions preferences aimed at families who are working
☒ Adopt rent policies to support and encourage work
☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

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

***The Langley Village development is designated as elderly. Request to extend designation for an additional two year period was submitted to HUD on May 10, 2007.**

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 **(Needs assessment conducted 7/30/07)**
☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available **Mainstream Vouchers**
☒ 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)
Not Applicable

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	**$1,818,401** estimated	PH Operations
b) Public Housing Capital Fund	**$820,685** estimated	PH Capital Improvements
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	**$14,419069** estimated	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	0	
2. Prior Year Federal Grants (unobligated funds only) (list below)		

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
2005 CFP/RHF – 870,056 **2006 CFP/RHF – 793,847**	**$2,171,817**	PH Capital Improvements RHF **2005-2006** (replacement housing only)
3. Public Housing Dwelling Rental Income	**$1,408,227 as of 12/2006**	
4. Other income (list below)	None	
4. Non-federal sources (list below)	None	
Total resources	**$20,638,199**	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

☐ When families are within a certain number of being offered a unit: (state number)

☒ When families are within a certain time of being offered a unit: (90 days)

☐ Other: (describe)

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

☒ Criminal or Drug-related activity

☒ Rental history

☐ Housekeeping
☒ Other (describe) **credit reports, previous program participant records, and checking the sex offender registry**

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
X **Site-based waiting lists (Effective Early 2008)**
☐ 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)
1 South Armistead Avenue, 1139 LaSalle Avenue, Hampton, VA
100 Langley Ave, 301 W Chamberlin Ave, 1139 LaSalle Ave
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? **3**

2. X 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**

3. X Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists? **2 (unless applicant is 62 years or older-one community designated elderly only)**

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
XPHA main administrative office
XAll PHA development management offices

☐ Management offices at developments with site-based waiting lists
XAt the development to which they would like to apply
XOther (list below)
1 S Armistead Ave

(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. X 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) **Homeownership program participation or termination from program**
☐ Resident choice: (state circumstances below)
☒ Other: (list below)
Physical – to allow a handicap unit to be used for a physically handicapped family we will transfer out a non-disabled family

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)

X Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
X 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)
Special Circumstances
Working
Residency (living or working in city of Hampton)

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.

4 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

3 Working families and those unable to work because of age or disability

☐ Veterans and veterans' families
2 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
1 Other preference(s) (list below)
Special Circumstances (elderly and disabled are considered as equal to families for this preference)
Working
Residency (living or working in the city of Hampton)

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) **Orientation Video**

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)

Checking the sex offender registry

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)

Name and address, telephone number of former landlord

(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)

Application forms are available, whenever the wait list is open, at our Assisted Housing Office, 1 South Armistead Avenue, Hampton, VA; Department of Social Services; Insight Enterprises, Inc; Center for Independent Living; Peninsula Community Services Board; Peninsula Work Link – One Stop Center; Hampton Healthy Start; Social Security Administration; and Rental Offices of HRHA Developments. All applications are to be returned to Hampton Redevelopment and Housing Authority by mail. For the convenience of applicants a self-addressed envelope is included in the application package.

(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:
One 30 day extension may be granted to persons making a written request prior to the expiration of the voucher.
One additional 30 day extension may be appoved as a reasonable accommodation for a person with a disability, extended illness or injury or the family was required to move due to failure of the landlord's housing quality standards inspection or for a family who provided one or more RFTAs which were not approved.

(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)

Parents of children in Hampton foster care where family unification is imminent
Eligible participants of the Next Step Program
Special Circumstances

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

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

Other preferences (select all that apply)

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

Parents of children in Hampton foster care where family unification is imminent
Eligible participants of the Next Step Program
Special Circumstances

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) **Not Applicable**

☐ 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)

Contact with social agencies that would serve the special populations for example: Social Services, Homeless/Domestic Violence Shelter and Veterans Administration

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**:**
Minimum Rent and Hardship Exemptions Procedure

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)

(1) All earned income not available to meet family's needs due to court ordered wage deduction for child or spousal support will be excluded from earned income; and (2) earned income deducted for medical insurance premiums of working family members.

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) **Not Applicable**

☐ 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) **Not Applicable**

☐ 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 change in family composition; any change in source of income; any change in family members receiving income

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

(2) Flat Rents

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

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

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 below100% of FMR
☐ 100% of FMR
☒ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

☒ Annually
☐ Other (list below)

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

☒ Success rates of assisted families
☐ Rent burdens of assisted families
☒ Other (list below)
Funding Levels

(2) Minimum Rent

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

X $0

☐ $1-$25
☒ $26-$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

☒ An organization chart showing the PHA's management structure and organization is attached. **See Attachment (VA017p01)**

☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

Program Name	**Units or Families Served at Year Beginning**	**Expected Turnover**
Public Housing	**541**	**105**
Section 8 Vouchers	**2114**	**144**
Section 8 Certificates	N/A	**0**
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	VASH – 25 **Mainstream – 65**	6 **2**
Public Housing Drug Elimination Program (PHDEP)	N/A	0
Other Federal Programs(list individually) ROSS/RSDM	**0**	0

form **HUD 50075** (03/2006)

ROSS Service Coordinator ROSS Neighborhood Network	**0** **0**	0 0

C. Management and Maintenance Policies

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

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

- **Admissions and Continued Occupancy Policy (ACOP)** contains policies/procedures governing the Public Housing Program;

- **Public Housing Procedures Manual** contains policies/procedures related to maintenance and management of public housing. Policies included: Leasing; Transfers; Vacates; Evictions; Work Orders; Reexaminations; Minimum Rent/Hardship; Rent Charges; Collection/Court; Retroactive Rent; Terminations of Lease/Grievance; Notice of Changes; Rental Office Procedures; Locks/Keys; Pest Control; Annual Inspections; Vacancy Control; and Forms and Other Documents

(2) Section 8 Management: (list below)

- **Section 8 Administrative Plan** contains policies/procedures governing the Section 8 Voucher Program. Section 8 Certificate Program is no longer available. All certificates ~~mandated to be~~ converted to vouchers as of 9/30/01.

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)
Assisted Housing Office, 1 South Armistead Avenue, Hampton, VA; 1139 LaSalle Avenue, Hampton, VA; 301 Chamberlin Avenue, Hampton, VA; 100 Langley Avenue, Hampton, VA

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)
Assisted Housing Office, 1 South Armistead Avenue, Hampton, VA
1139 LaSalle Ave, 100 Langley Ave, 301 W Chamberlin Ave

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) **(VA017c01)**

-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:

X The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) **(VA017d01)**

-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)

Replacement Housing Factor Funds (RHF) – See Attachment VA017n01

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

☐ Revitalization Plan under development

☐ Revitalization Plan submitted, pending approval
☐ Revitalization Plan approved
☐ Activities pursuant to an approved Revitalization Plan underway

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

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

The Authority will be developing low income housing with replacement housing funds and proceeds from the sale of Pine Chapel Village within the next few years.

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition ☐ Disposition ☐

3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) ☐ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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: **Langley Village** 1b. Development (project) number: **VA36P017004**

2. Designation type: Occupancy by only the elderly ☒ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☒ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: **(08/21/98)**
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☒ Revision of a previously-approved Designation Plan? **Renewal application filed with Richmond HUD field office May 10, 2007 to extend designation until 2010.**
6. Number of units affected: 146 7. Coverage of action (select one) ☐ Part of the development ☒ 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 **– Not Applicable**

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway

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

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

The Housing Authority has completed the initial assessment of its Public Housing developments required by the Final Rule published on June 22, 2001. The results of the assessment indicate that it is not financially advantageous for HRHA to consider conversion to tenant-based assistance. See Attachment VA017m01 per PIH Notice 2001-26 issued 8/2/01.

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 Program #1

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: **Batten's Hope** 1b. Development (project) number: **VA36P017012**
2. Federal Program authority: ☐ HOPE I ☒ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☒ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: **(05/03/1993)**
5. Number of units affected: **20 initially*** 6. Coverage of action: (select one) ☐ Part of the development ☒ Total development **12 units sold (currently working with Field Office to resolve issues with regard to removing sold units from PIC Development Inventory)**

Public Housing Homeownership Program #2

Public Housing Homeownership Activity Description

form **HUD 50075** (03/2006)

(Complete one for each development affected)
1a. Development name: **Butler's Way** 1b. Development (project) number: **VA36P017016**
2. Federal Program authority: ☐ HOPE I ☒ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☒ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: **(12/02/1996)**
6. Number of units affected: **23 initially*** 6. Coverage of action: (select one) ☐ Part of the development ☒ Total development 14 **units sold (currently working with Field Office to resolve issues with regard to removing sold units from PIC Development Inventory)**

Note: HRHA will submit revisions to our approved (5h) Public Housing Homeownership Plans to HUD. The revisions will be consistent with Section 32 of the U.S. Housing Act of 1937 in accordance with 24 CFR Part 906, Public Housing Homeownership Program; Final Rule effective April 10, 2003.

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:

In order to reflect local homeownership costs, the PHA has established a minimum income standard of 30% of the median area income.

The PHA has established a minimum income standard of 30% of the median area income for disabled families.

A family member will be considered to have been continuously employed even if that family member has experienced a break in employment, provided that the break in employment:

Did not exceed 14 calendar days; and,

Did not occur within the 9 month period immediately prior to the family's request to utilize the homeownership option; and,

Has been the only break in employment within the past 12 calendar months.

The PHA will impose the following additional initial requirements:

The family has had no family-caused violations of HUD's Housing Quality standards within the last 3 year time period.

The family is not within the initial 1-year period of a HAP Contract.

The family does not owe money to the PHA.

The family has not committed any serious or repeated violations of a PHA-assisted lease within the past 3 year time period.

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 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? **02/19/2003**

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs

Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Family Self-Sufficiency	**76**	Random	1 S. Armistead	Both
Computer Skills Training	**40**	Waiting List	1137 LaSalle Avenue (using resources from Hampton City Schools	Both
External Diploma Program	**2**	**Referral Only**	**Hampton City Schools Adult Education**	**Both**
Job Readiness Training	**20**	**Referral Only**	**Workforce Development One Stop Center**	**Both**
Education/Career Planning	36	**FSS Participation Required**	**1 S. Armistead Ave/Thomas Nelson Community College**	**S8**
Homeownership Preparation	38	**Housing Choice Voucher Homeownership Preparation/FSS Participation Required**	**1 S. Armistead Ave**	**S8**

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY **2007** Estimate)	Actual Number of Participants **(As of: 07/01/07)**
Public Housing	**0**	**6**
Section 8	**67**	**48**

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:

1. **Increase FSS Briefings**
2. **Send Informational Brochures and Pre-application to all S8 Participants**
3. **Advertise in Local Newspaper and Public Announcements**

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

See Attachment (VA017f01)

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 **(crime statistics do not support this perception)**
☒ Observed lower-level crime, vandalism and/or graffiti
☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
☐ Other (describe below)

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

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

3. Which developments are most affected? (list below)
Lincoln Park and North Phoebus Townhouses

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)
Police presence through Community Policing

2. Which developments are most affected? (list below)
Lincoln Park and North Phoebus Townhouses

C. Coordination between PHA and the police

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

☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
☒ Police provide crime data to housing authority staff for analysis and action
☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
☒ Police regularly testify in and otherwise support eviction cases
☒ Police regularly meet with the PHA management and residents
☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
☐ Other activities (list below)

2. Which developments are most affected? (list below)
Lincoln Park and North Phoebus

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)]

See Attachment (VA017g01)

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

(Original hard copies of the required certifications are submitted to the HUD office with the PHA Plan. Copies are included in supporting documents)

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:

Resident Advisory Board Comments

No comments were received.

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)

See Attachment (VA017j01) for a description of the resident/public review process. In addition, copies of notices, advertisements and notes from the Resident Advisory Board meetings are on file as supporting documentation.

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.)

See required attachment VA017h01, updated as of July 2007.

3. Description of Resident Election Process **– Not Applicable**

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: **City of Hampton, Virginia**

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 PHA Missions and Goals listed in the 5 Year Plan

☐ Other: (list below)

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

The City of Hampton and the Hampton Redevelopment and Housing Authority will continue our efforts to affirmatively further fair housing, address housing needs; seek appropriate resources to maintain and preserve Hampton's existing housing stock; revitalize our neighborhoods; promote and support family self-sufficiency and homeownership efforts.

D. Other Information Required by HUD

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

Elements Sent In Hard Copy to Local HUD Office:

(1) Form HUD-50070 Certification for a Drug-Free Workplace (2008 Capital Fund Program)
(2) Form HUD-50071 Certification of Payments to Influence Federal Transactions (2008 Capital Fund Program)
(3) Standard Form-LLL Disclosure of Lobbying Activities (2008 Capital Fund Program)
(4) PHA Certifications of Compliance with the PHA Plans and Related Regulations
(5) State/Local Government Certification of Consistency with the Consolidated Plan

Attachments

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

- Definition of "Substantial Deviation and Significant Amendment of Modification"
- Progress Report – Accomplishment of Goals/Objectives
- CFP Performance and Evaluation Reports for the Period Ending **06/30/07**
- Follow-Up Plan to Results of the PHAS Resident Satisfaction Survey
- Violence Against Women Act Report

HRHA – 2008 PHA PLAN ATTACHMENT VA017a01 – Admissions Policy for Deconcentration – Excerpt from Public Housing ACOP

Chapter 4

TENANT SELECTION AND ASSIGNMENT PLAN

Includes Preferences and Managing the Waiting List

Income Targeting and Deconcentration of Poverty

[24 CFR 960.204]

INTRODUCTION

It is the PHA's policy that each applicant shall be assigned an appropriate place on a site based waiting list at the community of choice (s). PHA policies will be followed consistently and will affirmatively further HUD's fair housing goals.

Applicants will be listed in sequence based upon:

date and time the application is received,

the size and type of unit they require,

and factors of preference.

In filling an actual or expected vacancy, the site Property Manager will offer the dwelling unit to an applicant in the appropriate sequence, with the goal of accomplishing deconcentration of poverty and income-mixing objectives. The PHA will offer the unit until it is accepted. This Chapter describes the PHA's policies with regard to the number of unit offers that will be made to applicants selected from the waiting list.

A. MANAGEMENT OF THE WAITING LIST

Each management office will administer its waiting list as required by 24 CFR Part 5, Part 945 and 960 Subparts A and B. Each site-based waiting list will be maintained in accordance with the following guidelines:

The application will be a permanent file.

All applicants in the pool will be maintained in order of preference.

Applications equal in preference will be maintained by date and time sequence.

All applicants must meet applicable income eligibility requirements as established by HUD.

HRHA – 2008 PHA PLAN ATTACHMENT VA017a01 – Admissions Policy for Deconcentration – Excerpt from Public Housing ACOP

Opening and Closing the Waiting Lists

Each management office, at its discretion, may restrict application intake, suspend application intake, and close waiting lists in whole or in part.

The decision to close the waiting list will be based on the number of applications available for a particular size and type of unit, and the ability of the management office to house an applicant in an appropriate unit within a reasonable period of time.

When the waiting list is open, the management office will advertise through public notice in the following newspapers, minority publications or media entities, location(s), and program(s) for which applications are being accepted:

> **Daily Press, Journal and Guide, Tidewater Hispanic, and El Eco de Virginia Weekly**
>
> **Department of Social Services, Peninsula Council for Independent Living, Peninsula Agency on Aging, Home Base, and local Homeless Shelters, Healthy Family Partnership, and Community Service Board (CSB).**

To reach persons with disabilities, the management office will provide separate notice to local organizations representing the interests and needs of the disabled.

The notice will contain:

> The dates, times, and the locations where families may apply.
>
> The programs for which applications will be taken.
>
> A brief description of the program.
>
> A statement that Section 8 participants must submit a separate application if they want to apply for Public Housing.
>
> Limitations, if any, on who may apply.

Notices will be made in an accessible format if requested. They will provide potential applicants with information that includes the management office address and telephone number, how to submit an application, information on eligibility requirements and the availability of local preferences.

Upon request from a person with a disability, additional time will be given as an accommodation for submission of an application after the closing deadline. This accommodation is to allow persons with disabilities the opportunity to submit an application in cases where a social service organization provides inaccurate or untimely information

about the closing date.

When Application Taking is Suspended

The management office may suspend the acceptance of applications if there are enough applicants to fill anticipated openings for the next 24 months. Waiting list may not be closed if it would have a discriminatory effect inconsistent with applicable civil rights laws.

During the period when the waiting list is closed, the management office will not maintain a list of individuals who wish to be notified when the waiting list is open.

Suspension of application taking is announced in the same way as opening the waiting list.

The open period shall be long enough to achieve a waiting list adequate to cover projected turnover over the next 24 months. The management office will give at least seven (7) calendar days notice prior to closing the list. When the period for accepting applications is over, the management office will add the new applicants to the list by: separating the new applicants into groups based on preferences and unit size and ranking applicants within each group by date and time of application.

The management office will update the waiting list at least annually by removing the names of those families who are no longer interested, no longer qualify for housing, or cannot be reached by mail. At the time of initial intake, the management office will advise families of their responsibility to notify the management office when mailing address or telephone numbers change.

Reopening the List

If the waiting list is closed and the management office decides to open the waiting list, the management office will publicly announce the opening. Any reopening of the waiting list shall be done in accordance with the HUD requirements.

Family Outreach

Each management office will monitor the characteristics of the population being served and the characteristics of the population as a whole in the PHA's jurisdiction. Targeted outreach efforts will be undertaken if a comparison suggests that certain populations are being underserved.

Limits on Who May Apply

When the waiting list is open,

Any family asking to be placed on the site-based waiting list for Public Housing

rental assistance will be given the opportunity to complete a pre-application for their community of choice or all communities.

When the pre-application is submitted to the management office it establishes the family's date and time of application for placement order on each waiting list.

Multiple Families in Same Household

When families apply that consist of two families living together, (such as a mother and father, and a daughter with her own husband or children), if they apply as a family unit, they will be treated as a family unit.

B. WAITING LIST PREFERENCES

A preference does not guarantee admission to the program. Preferences are used to establish the order of placement on the waiting list. Every applicant must meet the PHA's Selection Criteria as defined in this policy.

The PHA's preference system will work in combination with requirements to match the characteristics for the family to the type of unit available, including units with targeted populations, and further deconcentration of poverty in public housing. When such matching is required or permitted by current law, the PHA will give preference to qualified families.

Families who are near the top of the waiting list will be contacted by the management office to verify their preference and, if verified, the management office will have the family complete a full application for occupancy. Applicants must complete the application for occupancy and continue through the application processing and may not retain their place on the waiting list if they refuse to complete their processing when contacted by the management office.

Among applicants with equal preference status, the waiting list will be organized by the date and time the application was received.

Local Preferences

Local preferences will be used to select among applicants on the waiting list.

The PHA uses the following Local Preferences:

Special Circumstance

Working

Residency

Descriptions of these Preferences follow.

Special Circumstances

Special Circumstances is defined as a situation that arises where a family is in need of emergency housing due to the examples below:

The Witness Protection Program

A Disaster (fire, flood, etc.) that has caused the unit to be uninhabitable

Victims of Domestic Violence (VAWA)

Demolition or Condemnation

The PHA is not limited to the above mentioned examples.

Working

Head, spouse, co-head or sole member must be employed at least thirty (30) hours per week. As required by HUD, families where the head, spouse, co-head or sole member is a person age 62 or older or is a person with disabilities will also be given the benefit of the working preference [24CFR 960.206(b)(2)].

Residency

Head, spouse, co-head or sole member must reside or work in the city of Hampton at the time of initial application (pre-application).

Treatment of Single Applicants

Single applicants will be treated as any other eligible family on the PHA waiting list, but will be housed after elderly and disabled persons.

C. ORDER OF SELECTION FOR GENERAL OCCUPANCY (FAMILY) DEVELOPMENTS

The PHA has established the following local admissions preferences for general occupancy (family) developments:

Local preferences and date and time of receipt of a completed pre-application.

The PHA has established the following system to apply local preferences:

Local preferences will be numerically ranked, with number one (1) being the

highest preference, in the following order:

1. Special Circumstance Preference
2. Working and Residency Preference

Families will be selected from each waiting list based on selection preference(s) for which they qualify. Within the preference category, families will be selected in numerical order based on the date and time each application was received.

Before applying its preference system, the PHA will first match the characteristics of the available unit to the applicants available on the waiting lists. Factors such as unit size, accessible features (see chapter 18 part 1 K), deconcentration or income mixing, income targeting, or units in housing designated for the elderly limit the admission of families to those characteristics that match the characteristics and features of the vacant unit available.

By matching unit and family characteristics, it is possible that families who are lower on the waiting list may receive an offer of housing ahead of families with an earlier date and time of application.

The PHA's Deconcentration Policy, as described in the PHA Plan, may include skipping of families on the waiting list in order to bring families above the established income range into developments below the established income range, and to bring families below the established income range into developments above the established income range.

D. ORDER OF SELECTION FOR MIXED POPULATION DEVELOPMENTS

A mixed population project is a public housing project, or portion of a project that was reserved for elderly families and disabled families at its inception (and has retained that character).

In accordance with the 1992 Housing Act, elderly families whose head of household spouse or sole member is at least 62 years of age, and disabled families whose head of household, co-head or spouse or sole member is a person with disabilities, will receive equal preference to such units.

No limit will be established on the number of elderly or disabled families that may occupy a mixed population property. All other PHA preferences will be applied.

Per HUD regulations, equal preference must be given to Elderly and Disabled Families.

E. UNITS DESIGNATED FOR THE ELDERLY

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In accordance with the 1992 Housing Act, elderly families with a head, spouse or sole member at least 62 years of age will receive a preference for admission to such units or buildings covered by a HUD-approved Allocation Plan. The management office will take the following action when processing families for developments designated for the elderly:

> When there are insufficient elderly families who wish to reside in a development, near-elderly families (head or spouse ages 50-61) receive a preference for this type of unit.
>
> Families with members who require a unit with accessible features will receive preference for such units over families who do not require such features (see chapter 18 part 1, K).

Procedure to Be Used When There Are Insufficient Applicants on the List

Where the management office anticipates that there are insufficient elderly or near-elderly families on the waiting list for these units the management office will notify local senior service centers and local media sources aimed at the elderly to recruit elderly families for the waiting list for this community.

F. VERIFICATION OF PREFERENCE QUALIFICATION

The family may be placed on the waiting list with a preference if verification is provided to support their claim. When the family is selected from the waiting list for the final determination of eligibility, the preference will be verified.

The management office will verify all preference claims for special circumstances, elderly/disabled, working and residency at the time they are made.

The management office will re-verify a preference claim, if the management office feels the family's circumstances have changed, at time of selection from the waiting list.

If the preference verification indicates that an applicant does not qualify for the preference, the applicant will be returned to the waiting list and ranked without the local preference and given an opportunity for a review.

Change in Circumstances

Changes in an applicant's circumstances while on the waiting list may affect the family's entitlement to a preference. Applicants are required to notify the management office in

writing when their circumstances change. When an applicant claims an additional

preference, s/he will be placed on the waiting list in the proper order of their newly-claimed preference.

G. PREFERENCE DENIAL

If the management office denies a preference, the applicant will be placed on the waiting list without benefit of the preference.

The management office will notify the applicant in writing of the reasons why the preference was denied and offer the applicant an opportunity for a review. The applicant will have 15 calendar days to request the meeting in writing. If the preference denial is upheld as a result of the meeting, or the applicant does not request a meeting, the applicant will be placed on the waiting list without benefit of the preference. Applicants may exercise other rights if they believe they have been discriminated against.

Any applicant who falsifies documents or makes false statements in order to qualify for any preference will be removed from the waiting list with notification to the family.

H. FACTORS OTHER THAN PREFERENCES THAT AFFECT SELECTION OF APPLICANTS

Before applying its preference system, each management office will first match the characteristics of the available unit to the applicants available on the waiting list. Factors such as unit size, accessible features, deconcentration or income mixing, income targeting, or units in housing designated for the elderly limit the admission of families to those characteristics that match the characteristics and features of the vacant unit available.

By matching unit and family characteristics, it is possible that families who are lower on the waiting list may receive an offer of housing ahead of families with an earlier date and time of application.

The PHA's Deconcentration Policy, as described in the PHA Plan, may include skipping of families on the waiting list in order to bring families above the established income range into developments below the established income range, and to bring families below the established income range into developments above the established income range.

I. INCOME TARGETING

The PHA will monitor its admissions to ensure that at least 40 % of families admitted to its total public housing program in each fiscal year shall have incomes that do not exceed 30% of area median income of the PHA's jurisdiction.

Hereafter families whose incomes do not exceed 30% of area median income will be referred to as "extremely low income families.", also known as "ELI".

The PHA will monitor progress in meeting the ELI requirement throughout the fiscal year. ELI families will be selected ahead of other eligible families on an as-needed basis to ensure that the income targeting requirement is met.

The PHA shall have the discretion, at least annually, to exercise the "fungibility" provision of the QHWRA by admitting less than 40 percent of "extremely low income families" to

public housing in a fiscal year, to the extent that admissions of extremely low families to the PHA's voucher program during a PHA fiscal year exceeds the 75% minimum targeting requirement for the PHA's Section 8 Voucher Program. This fungibility provision discretion by the PHA is also reflected in the PHA's Administrative Plan.

The fungibility credits will be used to drop the annual requirement below 40% of admissions to public housing for extremely low income families by the lowest of the following amounts:

> The number of units equal to 10% of the number of newly available vouchers in the fiscal year; or
>
> The number of public housing units that 1) are in public housing projects located in census tracts having a poverty rate of 30% or more, and 2) are made available for occupancy by and actually occupied in that year by, families other than extremely low-income families.

The Fungibility Floor: Regardless of the above two amounts, in a fiscal year, at least 30% of the PHA's admissions to its public housing program will be to extremely low-income families. The fungibility floor is the number of units that cause the PHA's overall requirement for housing extremely low-income families to drop to 30% of its newly available units.

Fungibility shall only be utilized if the PHA is anticipated to fall short of its 40% goal for new admissions to its public housing program.

Low Income Family Admissions

The PHA will admit only families whose incomes do not exceed 80% of the HUD approved area median income.

J. UNITS DESIGNATED FOR THE DISABLED

The PHA has units designed for persons with mobility impairments. Unit modifications for persons with sight and hearing impairments are handled upon request. Families with members who require a unit with accessible or special features will receive preference for such units over families who do not require such features (See chapter 18, par 1, K).

No limit will be established on the number of elderly or disabled families that may occupy a mixed population property. All other PHA preferences will be applied.

K. GENERAL OCCUPANCY (FAMILY) UNITS

General occupancy units are designed to house all populations of eligible families. In accordance with the PHA's occupancy standards, eligible families not needing units

designed with accessible or special features or units designed for special populations will be admitted to the PHA's general occupancy units.

The PHA will use its local preference system as stated in this chapter for admission of eligible families to its general occupancy units.

L. DECONCENTRATION OF POVERTY AND INCOME-MIXING

The PHA's admission policy is designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects. Properties having an average tenant income below 30% of Area Median Income (AMI) are except from this requirement.

Nothing in the deconcentration policy relieves the PHA of the obligation to meet the income targeting requirements.

Gross annual income is used for income limits at admission and for income-mixing purposes.

Deconcentration and Income-Mixing Goals

The PHA's deconcentration and income-mixing goal, in conjunction with the requirement to target at least 40% of new admissions to public housing in each fiscal year to "extremely low-income families", will be to admit families above the PHA's Established Income Range (EIR) to developments below the EIR, and families below the PHA's EIR to developments above the EIR.

If a unit becomes available at a lower income development, and there is no higher income family on the waiting list or no higher income family accepts the offer, then the unit will be offered to the next family regardless of income.

If a unit becomes available at a higher income development, and there is no lower income family on the waiting list or no lower income family accepts the offer, then the unit will be offered to the next family regardless of income.

Deconcentration applies to transfer families as well as applicant families.

Deconcentration Applicability

The PHA has covered developments (general occupancy, family developments) subject to the deconcentration requirement. These covered developments are described in the PHA Plan, Tab H**.**

Project Designation Methodology

Annually, the PHA will determine the average income of all families residing in general occupancy developments.

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The PHA will then determine the average income of all families residing in each general occupancy development.

The PHA will then determine whether each general occupancy development falls above, within or below the Established Income Range (EIR).

> The EIR is 85% to 115% (inclusive of 85% and 115%) of the PHA-wide average income for general occupancy developments.

If a covered development is both below the 30% area-wide median and above the 115% income average for PHA-wide covered developments, it will be considered to be within the EIR.

The PHA will then determine whether or not developments outside the EIR are consistent with local goals and strategies in the PHA Plan.

> The PHA may explain or justify the income profile for these developments as being consistent with and furthering two sets of goals:
>
> 1. Goals of deconcentration of poverty and income mixing (bringing higher income families into lower income developments and vice versa); and
>
> 2. Local goals and strategies contained in the PHA Plan.

<u>Deconcentration Policy</u>

If, at annual review, there are found to be development(s) with average income above or below the EIR, and where the income profile for a general occupancy development above or below the EIR is not explained or justified in the PHA Plan, the PHA shall list these covered developments in the PHA Annual Plan, Tab H.

The PHA may, in order to adhere to the following policies for deconcentration of poverty and income mixing in applicable developments, skip a family on the waiting list or transfer list to reach another family in an effort to further the goals of the PHA's deconcentration policy.

> If a unit becomes available at a development below the EIR, the first eligible family on the waiting list with income above the EIR will be offered the unit. If that family refuses the unit, the next eligible family on the waiting or transfer list with income above the EIR will be offered the unit. The process will continue in this order. For the available unit at the development below the EIR, if there is no family on the waiting list or transfer list with income above the EIR, or no family with income above the EIR accepts the offer, then the unit will be offered to the first eligible family on the waiting list or transfer list in preference order regardless of income.

If a unit becomes available at a development above the EIR, the first eligible family on the waiting list or transfer list with income below the EIR will be offered the unit. If that family refuses the unit, the next eligible family on the waiting list or transfer list with income below the EIR will be offered the unit. The process will continue in this order. For the available unit at the development above the EIR, if there is no family on the waiting list or transfer list with income below the EIR, or no family with income below the EIR accepts the offer, then the unit will be offered to the first eligible family on the waiting list or transfer list in preference order regardless of income.

Skipping of families for deconcentration purposes will be applied uniformly to all families.

Deconcentration Compliance

If, at annual review, the average incomes at all general occupancy developments are within the Established Income Range, the PHA will be considered to be in compliance with the deconcentration requirement.

M. PROMOTION OF INTEGRATION

Beyond the basic requirement of nondiscrimination, PHA shall affirmatively further fair housing to reduce racial and national origin concentrations by promoting its programs across racial and ethnic boundaries.

The PHA shall not require any specific income or racial quotas for any development or developments.

A PHA shall not assign persons to a particular section of a community or to a development or building based on race, color, religion, sex, disability, familial status, national or ethnic origin for purposes of segregating populations.

N. OFFER OF PLACEMENT ON THE SECTION 8 WAITING LIST

The PHA will not merge the site-based waiting lists for public housing and Section 8. Interested applicants must indicate community of choice on pre-application. A separate application is required for the Section 8 program.

O. REMOVAL FROM WAITING LIST AND PURGING

Each site-based waiting list will be purged at *least annually* by a mailing to all applicants to ensure that the waiting list is current and accurate. The mailing will ask for current information and confirmation of continued interest. Response by the applicant must be in writing.

If an applicant fails to respond within 30 calendar days s/he will be removed from the

waiting list without further notice. If a letter is returned by the Post Office without a forwarding address, the applicant will be removed without further notice, and the envelope and letter will be maintained in the file**.** If a letter is returned with a forwarding address, it will be re-mailed to the address indicated.

If an applicant is removed from the waiting list for failure to respond, they will not be entitled to reinstatement unless a person with a disability (or a third-party on their behalf) requests a reasonable accommodation for being unable to reply within the prescribed period with a reasonable excuse.

Notices will be made available in accessible format upon the request of a person with a disability (or a third-party on their behalf). An extension to reply to the purge notification will be considered as an accommodation if requested by a person with a disability.

Applicants are notified on their application that they are responsible for notifying the management office if they have a change of address.

When a family is removed from the waiting list during the update process for failure to respond, no informal hearing will be offered. Such failures to act on the part of the applicant prevent the management office from making an eligibility determination; therefore no informal hearing is required.

If a family is removed from the waiting list for failure to respond, the Property Manager may reinstate the family if s/he determines the lack of response was due to management office staff or postal service error.

P. OFFER OF ACCESSIBLE UNITS

See Chapter 18, part 1, K.

Q. PLAN FOR UNIT OFFERS –

The management office ~~PHA~~ will maintain a record of units offered, including location, date and circumstances of each offer, each acceptance or rejection, including the reason for the rejection.

To assure equal opportunity and non-discrimination on grounds of race, color, sex, religion, familial status, disability, national or ethnic origin; the PHA plan for selection of applicants and assignment of dwelling units is as follows:

> Management will offer the applicant a suitable unit on the property. If the offer is rejected, no other offers can be made because there are no other locations available. Thus, this is the final offer.
>
> Upon rejection of the final offer, regardless of how many locations were available

and offered, the application will be removed from the waiting list.

If more than one unit of the appropriate type and size is available, the first unit to be offered will be the first unit that is ready for occupancy.

Elderly Designated Occupancy location: *The applicant that meets the specified requirements to occupy a designated unit will be offered a suitable unit in that location upon final eligibility.*

The PHA will maintain a record of units offered, including location, date and circumstances of each offer, each acceptance or rejection, including the reason for the rejection.

R. CHANGES PRIOR TO UNIT OFFER

Changes in family composition, status, or income that occur during the period between the time of the interview and an offer of a suitable unit may affect the family's eligibility or Total Tenant Payment. The family will be notified in writing of changes in their eligibility or level of benefits and offered their right to an informal hearing when applicable (See Chapter 13 on Complaints, Grievances, and Appeals).

Applicants With a Change in Family Size or Status

Changes in family composition, status, or income while on the waiting list will be processed but not verified until interviewed (selected for final eligibility).

Changes in family composition, status, or income between the time of the interview and the offer of a unit will be processed and verified. Such changes may result in the applicant being returned to the waiting list for the appropriate unit size or preference status or may even result in ineligibility.

S. TIME-LIMIT FOR ACCEPTANCE OF UNIT

Applicants must accept a unit offer within three (3) business days of the date the offer is made. Offers made over the telephone will be confirmed by letter. If unable to contact an applicant by telephone, the management office will send a letter.

Applicants Unable to Take Occupancy

If an applicant is willing to accept the unit offered, but is unable to take occupancy at the time of the offer for *"good cause,"* the applicant will not be removed from the waiting list. Examples of *"good cause"* reasons for the refusal to take occupancy of a housing unit include, but are not limited to:

An elderly or disabled family makes the decision not to occupy or accept occupancy

in designated housing. [24 CFR 945.303(d)]

The family demonstrates to management's satisfaction that accepting the offer will result in a situation where a family member's life, health or safety will be placed in jeopardy. The family must offer specific and compelling documentation such as restraining orders, other court orders, or risk assessments related to witness protection or from a law enforcement agency. The reasons offered must be specific to the family. Refusals due to the location of the unit alone are not considered to be good cause.

A qualified, knowledgeable, health professional verifies the temporary hospitalization or recovery from illness of the principal household member, other household members, or a live-in aide necessary to care for the principal household member.

The unit is inappropriate for the applicant's disabilities, or the family does not need the accessible features in the unit offered and does not want to be subject to a 30-day notice to move.

In the case of a unit refusal for good cause the applicant will not be removed from the waiting list. The applicant will remain at the top of the waiting list until the family receives an offer for which they do not have good cause to refuse.

The PHA will require documentation of good cause for unit refusals.

T. APPLICANT STATUS AFTER FINAL UNIT OFFER

When an applicant refuses the final unit offer without good cause, the PHA will remove the applicant's name from the waiting list and send notice to the family of such removal.

Removal from the waiting list means:

The applicant must wait 12 months before reapplying for the public housing program.

HRHA – 2008 PHA PLAN ATTACHMENT VA017b01 – Housing Needs Assessment, Excerpt from City's Consolidated Plan

City of Hampton, Virginia
Consolidated Plan for Housing and Community Development
2005-2010

I. Introduction

General

The U.S. Department of Housing and Urban Development provides funding annually to the City of Hampton under the Community Development Block Grant (CDBG) and HOME Investment Partnership Programs. One of the requirements for receiving these funds is the development of a five-year Consolidated Plan for Housing and Community Development. The Plan provides the policy direction for housing and community development in Hampton and identifies housing, homeless, community and economic development needs and resources, while providing a strategic plan to address those needs in accordance with community priorities. The period covered by the consolidated plan corresponds to the City's fiscal years 2006 thru 2011 (July 1, 2005 thru June 30, 2011).

Hampton has a Neighborhood Initiative and many adopted plans (including the Comprehensive Plan, the Strategic Plan and neighborhood plans) that provide guidance for this document. In turn, this plan must be consistent with other city plans and initiatives, and is adopted as a part of the city's Comprehensive Plan. With the identification of neighborhoods as a strategic issue in 1993, Hampton has focused its CDBG and HOME resources to complement other resources in the implementation of the Hampton Neighborhood Initiative. The rational for allocating priorities for housing and community development needs is based on census data as well as the needs identified during the implementation of the Hampton Neighborhood Initiative. As in the previous Consolidated Plan, primary emphasis is on improving the condition of the housing stock, increasing homeownership, and neighborhood revitalization of low and moderate-income neighborhoods.

Community Description

According to the 2000 Census, the city of Hampton has an estimated population of 146,437 and median family income of $46,110. Population and employment growth in the city has historically been closely related to the availability of developable land. In 1961, more than 65% of the city's land was still undeveloped. In 2004, only 9.6% or 2,878 acres of the City's land area remained undeveloped and suitable for new development. About one half of this land has been divided into relatively small parcels (less than 5 acres) scattered throughout the city. Over 40% of the city's land area is devoted to residential uses. In addition to making up a large portion of the land area in the city, residential land and improvements makes up about 78% of the City's real estate tax base. The high percentage of residential land use in the city and the high percentage of the real estate tax base that is residential and land improvements are the indicators of the importance of housing and neighborhoods to the overall well-being of the city.

An analysis of the city's residential land and housing stock has indicated a number of key trends. Hampton's housing mix is dominated by traditional single-family housing, housing in the lower to middle value ranges, relatively smaller housing and aging housing (pre-1980s). Other land use and development trends include an aging inventory of retail, manufacturing and other commercial buildings and properties; strong potential for redevelopment and reinvestment in waterfront properties and water-oriented neighborhoods and districts; and, a relatively large inventory of tax exempt or non-taxable properties (currently almost 35% of the City's land or 10,127 acres).

As stated above, Hampton has a number of factors that present challenges in providing a high quality of life to its residents. Hampton has one of the lowest median incomes in the area, a disproportionately high percentage of low and moderate value housing, a disproportionately low percentage of high-end housing, and a low percentage of tax generated from commercial and industrial use. These factors have a great influence on the selection of priority needs and strategies in this plan. In particular these challenges have lead Hampton to focus on preserving and revitalizing its existing neighborhoods while using the limited supply of vacant land for the development of tax-generating commercial and

industrial uses as well as high-end housing.

Hampton Roads Region

The city of Hampton is located at the geographic center of a regional economy that stretches from Virginia Beach to the Williamsburg/James City County portion of the Virginia Peninsula. In 1983, the cities and counties of South Hampton Roads were joined with the counties of the Peninsula to form a single metropolitan statistical area (MSA) – commonly referred to as "Hampton Roads." The Hampton Roads region, with a population over 1.6 million, is the fourth largest MSA in the south eastern U.S. and is the largest consumer market between Washington DC and Atlanta. The region has a workforce of nearly 800,000 and in 2000 has a gross regional product of $62.8 billion dollars.

Hampton Roads had a large concentration of military personnel in 2003; some 134,737 people were employed in military and civilian defense related jobs in the region. In addition to the numerous military facilities located in the region, there are two federal laboratories. The Thomas Jefferson National Laboratory (JLab) is a Department of Energy facility that conducts basic and applied atomic research. The National Aeronautics and Space Administration's (NASA) Langley Research Center conducts research in aviation and space sciences. The Port of Virginia is also centered in the Hampton Roads region. The Hampton Roads port is one of the largest, deepest, ice-free, obstruction free harbors in the world. The port is called upon by 95% of the world's shipping lines, offering shippers a schedule of 3,000 annual sailings. The region is also an important tourist destination. Hampton Roads is a coastal region with 26 miles of Atlantic Ocean beaches, the Chesapeake Bay and its tidal tributaries, and a wide variety of State parks and National Wildlife Refuges. As the site of the first landing of European Settlers in Jamestown in 1607, the Hampton Roads region is also home to a collection of nationally significant historical and cultural attractions.

Lead Agency/Process Narrative

The Neighborhood Office is the lead agency responsible for coordinating development of the Consolidated Plan. The consultation process for this plan involved meetings with neighborhood groups involved in City master planning processes, needs identified in adopted neighborhood plans, city departments, and other community stakeholders. In addition, a public meeting was held to gather citizen input on housing and community development needs in Hampton. A majority of the information used in the identification of priorities for the Consolidated Plan was gathered from the development of the Hampton Community Plan.

For the past two years, the City has been in the process of developing the Hampton Community Plan. This plan is an update of the 1998 Strategic Plan and the 2010 Comprehensive Plan (adopted by City Council in 1989 to provide a foundation for other City policy, planning and budgeting initiatives). This document serves to set many of the key directions that will guide both public and private sector activities for many years to come. The single and integrated planning process provides a stronger link between the short-term program recommendations of the Strategic Plan and the long-term, physical recommendations of the Comprehensive Plan. A concurrent update of the two plans allows for a single, more streamlined and effective community participation process. The plan will include strategies for: neighborhoods, schools, business climate, region, diversity, families, customer delight (strong city service delivery to citizens). It will also include guidelines and policies for land use, economic development, transportation, housing, environmental protection and community facilities.

The community played an important role in the preparation of the Community Plan. Citizen focus groups were organized around the critical issues identified in the 1998 Strategic Plan. The focus groups identified goals and benchmarks for success and actions for implementation. In addition, community checkpoint meetings were organized to receive broader community input prior to the plan's adoption by local boards, commissions and city council. The first phase of the Community Plan concluded with the endorsement of critical issues and outcomes (goals and objectives) and measures of success. The second phase, which is still in progress, will conclude with the adoption of strategies and plans for achieving critical outcomes.

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Institutional Structure

Hampton's institutional structure for housing assistance and community development is made up of agencies and organizations at the local, state, and regional level. At the local level, Hampton City Council approves the Consolidated Plan and allocates CDBG and HOME Funding by activity. All City departments work under the policies approved by Hampton City Council and under the direction of the City Manager. The Neighborhood Office has lead responsibility for coordinating the development of the Consolidated Plan and the development and the timely implementation of each annual action plan.

Internally, Hampton has a collaborative process in place that focuses on neighborhoods, citizen services, public safety, housing and homelessness issues through the Neighborhood Outcome Group and the Neighborhood Task Force. Both groups have representation from the Neighborhood Office, Police, Fire, Planning, Parks and Recreation, Public Works, Codes Compliance, Development and the Housing Redevelopment and Housing Authority (HRHA). The Neighborhood Outcome Group is the internal review body for the Consolidated Plan and each annual action plan. The Neighborhood Outcome Group also has oversight of the district-based area resource teams (D.A.R.T.s) composed of city staff taking responsibility for improved city service delivery and relationships with neighborhoods. The City's Site Acquisition Review Committee (with representation from HRHA, the Neighborhood Office, Codes Compliance, Assessor's Office, City Attorney's Office, Planning and Public Works) selects blighted property for acquisition and monitors reuse of the property for consistency with neighborhood plans. The Codes Compliance Department administers the blighted structures clearance program, which is funded by CDBG and the City Capital Budget. The Parks and Recreation Department provides CDBG-funded staff-support to neighborhood center programs that serve primarily low and moderate-income populations. The Economic Development Department is responsible for job retention and creation strategies, training and workforce development programs and Virginia Enterprise Zones, which direct new investment and job preferences into low and moderate-income areas, which are part of the Consolidated Plan's anti-poverty strategy.

The Hampton Redevelopment and Housing Authority (HRHA) is the lead local agency for housing. The City and HRHA coordinate housing policies and plans. The City contracts with the HRHA on an annual basis to administer the entire HOME program and the housing activities funded under the CDBG Program. The HRHA Board of Commissioners is appointed by City Council (and City Council at this time has appointed themselves to the HRHA Board). The HRHA Board establishes program guidelines for housing activities funded by CDBG and HOME, including the approval of rehabilitation loans, downpayment assistance grants, and funding to Community Housing Development Organizations (CHDOs).

Effective January 1, 2004, the HRHA Board of Commissioners formed a Redevelopment Advisory Committee (RAC) and a Housing Operations Committee. These two committees were formed because the Board identified a need for more citizen input on Board level decisions especially since most cities have a Board of Commissioners separate from City Council. The purpose of the Redevelopment Advisory Committee is to provide expertise, leadership, guidance and support on redevelopment issues in the city while the purpose of the Housing Operations Committee is to provide the same on housing issues. The Redevelopment Advisory Committee has representation from the Board of Commissioners, Planning Commission, Neighborhood Commission, IDA and three members at large. The Housing Advisory Committee has representation from the Board of Commissioners, resident council presidents, human service community, and three members at large.

HRHA is also responsible for operating and maintaining public housing and operates the Section 8 and housing voucher programs in Hampton. HRHA also owns and operates non-subsidized affordable rental housing in Hampton, assisted in part with CDBG and HOME funding. HRHA also promotes homeownership for qualified public housing residents through self-sufficiency, housing counseling and working with other non-profit housing providers in providing affordable housing. HRHA works with financial institutions including banks and Virginia Housing and Development Authority (VHDA) on financing of affordable housing activities.

The Hampton Neighborhood Initiative and the Neighborhood Strategic Plan direct the community development policy direction for the Consolidated Plan, and are the responsibilities of the Neighborhood Commission. The Neighborhood Commission is a 21-member body appointed by City Council with representation from the 10 neighborhood districts, institutions and businesses, schools, city government and youth. The Neighborhood Commission reviews the Consolidated Plan for consistency with the Neighborhood Initiative and the Strategic Plan. The Commission also approves Neighborhood Improvement Fund and Matching Grant funding policy and projects.

Nonprofit providers are an integral part of the delivery of housing programs and services in Hampton, particularly for the homeless and other special populations. Hampton partners with the Hampton-Newport News Community Services Board, Transitions Family Violence Services, CANDII and others. The City through its General Fund (Funding to Outside Agencies) assists some of these non-profits with their operational costs; CDBG and HOME funds have been used to assist with capital costs.

The Hampton Roads Planning District Commission (HRPDC), one of 21 Planning District Commissions in the Commonwealth of Virginia, is a regional organization representing this area's sixteen local governments. The purpose of planning district commissions, as set out in the Code of Virginia, Section 15.2-4207 is "…to encourage and facilitate local government cooperation and state-local cooperation in addressing on a regional basis problems of greater than local significance." The HRPDC serves as a resource of technical expertise to its member local governments. It provides assistance on local and regional issues pertaining to Economics, Physical and Environmental Planning, and Transportation. The HRPDC staff also serves as the support staff for the Hampton Roads Metropolitan Planning Organization, which is responsible for transportation planning and decision-making in the region. As a Virginia Planning District, the HRPDC is also the Affiliate Data Center for our region, providing economic, environmental, transportation, census, and other relevant information to businesses, organizations and citizens.

Although the Neighborhood Office is responsible for managing the day-to-day operations of the City's CDBG and HOME programs as well as ensuring that funds are used in accordance with program requirements, the monitoring of subrecipients is a joint effort between the Neighborhood Office and the Finance Department. The primary goals of monitoring subrecipients are: (1) to ensure production and accountability; (2) to ensure compliance with CDBG and HOME requirements; (3) to evaluate organizational and project performance, and, (4) to offer technical assistance to subrecipients. The Neighborhood Office and Finance Department staff evaluates the subrecipient's performance in the following areas: activity funding; compliance with the terms of the CDBG and HOME Subrecipient Agreement (which establishes their responsibilities in administering the funds); compliance with CDBG and HOME program requirements; and, compliance with Uniform Administrative Requirements.

The City of Hampton is also monitored by the Department of Housing and Urban Development (most recently in 2004) to determine that the administration of the CDBG and HOME programs is in compliance with statutory and regulatory requirements.

II. Citizen Participation

Hampton has a proud and productive history of embracing the value of grassroots citizen participation in the formulation of major policy documents. This value recognizes that local government alone cannot achieve the level of success represented in Hampton's vision of making our community the "most livable city in Virginia." In order to enhance the chance of achieving our collective goals, the wisdom, perspective, experience and resources of all community stakeholders must be engaged in setting community policy.

Hampton has been engaged in grass roots citizen participation at the neighborhood level through outreach, organizing, planning and building partnerships - as contrasted with formal public hearings. In the development of this plan, all the formal requirements for citizen participation were met; however, priority was given to decisions made and input offered through the consistent citizen engagement that

occurs within the Neighborhood Initiative, including staff attendance at civic association meetings, the Neighborhood Commission, community outreach meetings and neighborhood planning processes. The City's Citizen Participation Plan is included in Appendix B.

As stated previously, the identification of the priority needs in the Consolidated Plan resulted from the vision and goals identified in the Hampton Community Plan. The work of the first phase of Hampton's Community Plan – Vision and Goals – was the work of eight community based focus groups. The focus groups were initially organized around seven critical issues identified in the 1998 Strategic Plan: customer delight, healthy business, healthy growth and development of children and youth, healthy neighborhoods, healthy diverse community, healthy region and strong schools. An eighth focus group – youth - was added to ensure this effort captured the important and unique perspective provided by the youth of our community. The focus groups were made up of Hampton residents of all ages, local and regional business representatives, members of the military, representatives of regional agencies, members of City Council and members of various other community boards and commissions.

Over 200 focus group members attended approximately 58 meetings over the course of four months to identify goals for the future of the community. A full listing of the focus groups and membership is included in Appendix B. The work of the focus groups was shared with the community at large through a series of community check point meetings. These meetings provided citizens an opportunity to review the work of the focus groups and suggest additional deletions or upgrades. Based upon community feedback, the focus groups made necessary modifications to the draft vision and goals. The final draft of the vision and goals was endorsed by community boards and commissions in the fall of 2003. These vision and goals serve as the broad direction needed to develop detailed action plans and strategies as part of the second phase of preparing Hampton's Community Plan.

Public Hearings

A public meeting on housing and community development needs was held on February 22, 2005 at the Ruppert Sargent Building located at 1 Sargent Building in Hampton. Civic associations and individuals from across the city were represented. The citizens were invited to share their views on the focus areas of housing needs, needs of homeless persons in Hampton, community development needs, economic development and the non-housing needs of the community. A summary of citizen comments received at that meeting is included in Appendix B.

The draft 2005-2010 Consolidated Plan was reviewed by the Hampton Planning Commission and the Hampton Neighborhood Commission on April 11, 2005. The Hampton Planning Commission endorsed the Consolidated Plan as consistent with the City's Comprehensive Plan (see resolution in Appendix B), and the Neighborhood Commission endorsed the plan as consistent with the Hampton Neighborhood Initiative. In addition, two public hearings were held as part of the Hampton City Council meetings on April 27, 2005 and May 4, 2005. A summary of citizen comments received is included in Appendix B.

Technical Assistance

The role of facilitators in the Neighborhood Office is to provide technical assistance and capacity building assistance to neighborhood organizations, civic associations and to assist in development of neighborhood plans. In addition, the Neighborhood Office has provided technical assistance to the Kenneth Wallace Community Development Corporation in its continued development. The Neighborhood Office is also providing technical assistance to the Hampton Neighborhood Development Partnership, a developing neighborhood development corporation. The goal of this organization is to identify and distribute resources to Hampton neighborhoods. The Hampton Redevelopment and Housing Authority and the Neighborhood Office also provide technical assistance to Community Housing Development Organizations (CHDOs) as well as organizations seeking to become CHDOs.

Consultation Process

As stated previously, the Neighborhood Office consulted with a wide variety of organizations and agencies in the preparation of this plan. Internally the Neighborhood Outcome Group, the Hampton Redevelopment and Housing Authority, the Neighborhood Commission and the Planning Commission

were involved during the information gathering and the review phases of the plan. In addition, a regional meeting of seven neighboring jurisdictions which identified issues with inter-jurisdictional impact was convened by the Housing Consortium on October 29, 2004. Information regarding homeless and special needs populations was gathered from the Greater Virginia Peninsula Continuum of Care Council. The findings from the Continuum of Care are included in the sections on homeless and special population needs.

The draft 2005-2010 was made available for citizen comment beginning on April 1, 2005 and ending on May 4, 2005. The copy of the plan was available at all Hampton Public Libraries as well as in the Neighborhood Office (5th floor City Hall).

Neighborhood Planning

Like most other cities, Hampton uses plans to guide how it will move forward into the future. These plans help define what our priorities are as a city. They establish goals, action plans and benchmarks for success. Neighborhood planning and capacity building are primary activities of the Hampton Neighborhood Initiative and a CDBG funded activity of Hampton's Neighborhood Office. Technical assistance to neighborhoods and civic associations helps prepare plans that reflect priority needs of broad groups of citizens and strategic decisions about the allocation of scarce resources for each district, area or small area. Priorities and strategies of planning efforts in Downtown Hampton, Buckroe, Coliseum Central, Newtown, Greater Wythe, Olde Hampton, Pasture Point and Old North Hampton have provided valuable guidance to this planning effort. Planning processes are underway for Buckroe and the Kecoughtan Road Corridor, and future master planning efforts will include the North King Street Corridor and Phoebus.

III. Housing Needs Analysis and Strategies

The housing needs and strategies in Hampton have not changed substantively since the completion of the last Consolidated Plan. Adjustments that have been made since the completion of the last Consolidated Plan are due to an analysis of census data and lessons learned from the last five years of implementation.

As stated previously, the high percentage of residential land use in the city and the high percentage of the real estate tax base that is residential and land improvements are the indicators of the importance of housing and neighborhoods to the overall well-being of the city. Housing and neighborhoods are also closely related to many other critical issues in the city. The demand for housing, for example, is ultimately driven by growth in the region's economy and the jobs that provide incomes for area residents. Housing and neighborhood quality are closely related to policies affecting land use and community design such as compatibility between residential and commercial land uses. Neighborhoods and housing can also be affected by transportation plans and policies addressing access and traffic congestion. The quality of community facilities is also an important factor in housing and neighborhood quality. Perceptions about the quality of schools are often the most important reason for choosing to live in a particular neighborhood. Finally, high-quality housing and stable, safe neighborhoods promote healthy families – especially children and youth.

Hampton also has a limited supply of vacant developable land. This trend will have a number of effects on housing and neighborhoods:

- Increased emphasis on higher value in-fill development (development within existing neighborhoods and districts) for supplying new housing.
- Increased emphasis on community revitalization and redevelopment to improve the diversity of the housing types and values, neighborhood quality and economic sustainability.
- Potential for conversion of non-residential land uses to housing and for new developments that mix residential and commercial uses.

The trend towards an aging housing stock and limited developable land will increase the importance of property maintenance and code compliance as a means to promote stable neighborhoods and housing.

This trend will also increase the importance of renovation and reinvestment as a means to promote economically sustainable neighborhoods and higher quality housing. Based on these trends, the City of Hampton estimates that its need for affordable housing for the next 5 years will be based on the need for aggressive intervention in the condition and quality of the existing affordable housing stock, rather than on an increase in the base-number of housing units. A second affordable housing issue for Hampton is to improve the quality of life in the neighborhoods in which the affordable housing stock is located.

Household Composition

Growth in family households continued in the 1990s (2%) but at a lower rate than in the 1970s (7.05%) and the 1980s (10.45%). Hampton's growth in family households in the 1990s was less than the region and State. The number of Hampton family households with children has been decreasing since the 1970s. The percentage of family households in Hampton headed by single parents was higher than the region and the state.

Hampton's school enrollment is projected to decrease between 2000 and 2010. Projected public school enrollment for 2007-08 is 21,448 compared to 23,077 students enrolled in school year 2001-02. Hampton's population is becoming older on average as is the population of the U.S. The percent of elderly population will continue to increase in Hampton but at a lower rate than the region and the state.

Housing Needs

In order to determine the need for housing assistance, the incomes of the households in Hampton must be compared to the housing that is available within an affordable range. The Department of Housing and Urban Development (HUD) uses percent of Median Family Income (MFI) as an indicator of housing affordability. According to HUD, 30% of MFI is very low income; 50% of MFI is low income; and, 80% MFI is moderate income. Table A. lists the number of households in Hampton in the defined income ranges. Hampton's population is 11% very low income, 22% low income and 19% moderate income, for a combined low and moderate-income population of 52%. Table B. lists the number of units that are affordable in the defined income ranges and indicates that, with the exception of very low-income units, there are no gaps in affordable units for other low income and moderate-income households.

Table A. Households by Minority Status and Income Group, 2000 Census

	All	White	Black	Other
Very Low Income	5,876 (11%)	1,734 (6%)	3,866 (17%)	213 (12%)
Low Income	11,858 (22%)	4,307 (16%)	6,915 (30%)	454 (25%)
Moderate Income	10,119 (19%)	4,908 (18%)	4,721 (21%)	390 (21%)
Above 80% MFI	31,377 (59%)	18,486 (69%)	11,387 (49%)	985 (54%)
All Incomes	53,354 (100%)	27,201 (51%)	23,023 (43%)	1,829 (3%)

Table B. Housing Units Affordable to Low-Moderate Income Households, 2000 Census

	Rental Units	Owner Units	Total Units	Total Households
Very Low Income	2,720	--	2,720	5,876
Low Income	6,548	6,652	13,200	11,858
Moderate Income	11,124	17,778	28,902	10,119

2000 Census data shows that total rental households with incomes less than 30% is 4,282; greater than

30% but less than 50% is 3,807; and, greater than 50% but less than 80% is 5,447 for a total of 13,536 low and moderate-income households. Units available in the housing inventory indicate that with the exception of the very low income units there are no significant gaps in affordable housing. The very low-income rental-housing gap is also reflected in the assisted housing waiting lists. This data supports the conclusion that there is no need for additional units except for the homeless and special populations.

Disproportionate Racial Need

According to HUD, disproportionately greater needs 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. A comparison of income distribution among racial categories (reference Table A.) reveals no significant disproportionate need among any racial group as compared to the needs of all households in any category; however, the assisted housing waiting lists indicate that a high percentage of very low-income African American families are seeking assisted housing.

Cost Burden

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. Information on housing cost burden for both renter and owner households (Tables C. and D.) indicate that a majority of households spend more than 30% of their income on housing. Although 30% is often used as a threshold for "cost burden", these numbers together with data on Table B. (which indicates that Hampton has an ample supply of affordable housing for everyone except the very low income) suggest that spending more than 30% on housing is a matter of choice not necessity for all but the very low income.

The implication for this plan is that when considering strategies to meet the affordable housing needs of low and moderate income families, Hampton should focus primarily on the very low income renters of all household types who spend more than 50% of their income on housing and the very low income elderly owner occupants who spend more than 50% of their income on housing. The 53.6% very low-income elderly homeowners who spend more than 50% of their income on housing is a concern; however, the best existing resource to address the issue (sale of the unit and relocation to an affordable rental unit) is not acceptable to many of the elderly regardless of the financial burden of homeownership.

Table C. Renter Households Experiencing Cost Burdens, 2000 Census

	Elderly (1-2 members)	**Small Related** (2-4 members)	**Large Related** (5 or more members)	**Other**
Very Low Income	66.1%	74.9%	66.9%	79.6%
Low Income	60.0%	77.5%	82.4%	69.5%
Moderate Income	16.3%	29.1%	24.5%	34.3%
Above 80% MFI	16.9%	1.8%	1.1%	2.9%

Table D. Owner Households Experiencing Cost Burdens

	Elderly (1-2 members)	**Small Related** (2-4 members)	**Large Related** (5 or more members)	**Other**
Very Low Income	40.5%	88.4%	54.1%	82.2%
Low Income	73.5%	82.8%	73.9%	83.2%
Moderate Income	24.0%	64.7%	42.3%	53.6%

Above 80% MFI	8.8%	9.6%	7.1%	19.7%

Overcrowding

Data on Table E. indicates that overcrowding for large related families is not a significant issue in Hampton.

Table E. Households Experiencing Overcrowded Conditions

	Rental Units	**Owner Units**
Very Low	2.4%	2.0%
Low Income	2.8%	2.3%
Moderate Income	5.7%	3.6%
All households	4.1%	2.3%

Assisted Housing Waiting Lists

The Hampton Redevelopment and Housing Authority (HRHA) administers the public housing and Section 8 Housing Voucher programs in the city. As of March 2004, HRHA has authorized 2,478 Section 8 Vouchers. The HRHA re-opened its Section 8 waiting list in October 2002. The total number of applicants on the Section 8 waiting list as of February 2005 is 3,194, of which, 34% are very low income and 5% are elderly. Disabled households on the Section 8 waiting list equal 303. The racial and ethnic breakdown is as follows:

- Caucasian - 223
- African American - 2,861
- Other - 110

HRHA owns and manages 545 public housing units. 521 are contained in public housing developments and 24 are disbursed throughout the city. The total number of applicants as of February 2005 on the public housing waiting list is 1,308. Of these,14.4% are very low income and 3.4% are elderly. The racial and ethnic breakdown is as follows:

- Caucasian - 130
- African American – 1,114
- Other – 64

HRHA manages a transitional living center, a 12-bedrom house for the mentally challenged. Queen's Court, a property owned and managed by HRHA, also dedicates 10 units to mentally challenged persons. HRHA has implemented two homeowner plans. Those plans call for the acquisition of scattered site units. These units are rehabilitated and sold to low-moderate income households. Priority is given to current public housing and Section 8 applicants.

Households purchasing the units receive home owner counseling and technical supportive services. The homes are financed by public and private lenders.

Table F. Hampton Roads Publicly Assisted Housing Resources

Jurisdiction	Households per Locality	# of Publicly Assisted Housing Units	% of Publicly Assisted Housing
Chesapeake	69,900	6,321	9.04
Franklin	3,384	675	19.95
Gloucester	13,127	96	0.73
Hampton	**53,887**	**5,778**	**10.72**
Isle of Wight	11,319	358	3.16
James City	19,003	663	3.49

Newport News	69,686	11,832	16.98
Norfolk	86,210	13,433	15.58
Poquoson	4,166	72	1.73
Portsmouth	38,170	6,070	15.90
Suffolk	23,283	943	4.05
Surry	2,619	1,219	46.54
Virginia Beach	154,455	8,269	5.35
Williamsburg	3,619	284	7.85
York	20,000	562	2.81
Region	572,828	56,575	9.88

Source: Hampton Housing Redevelopment Authority, November 2002

Condition of the Housing Stock

The 2004 local housing condition survey (Exterior Condition Survey Table L.) is the most reliable source of information on the incidence of substandard housing in Hampton. It indicates that Hampton's housing is generally in good condition with less than a 1.5% major deterioration rate in 2004; however, there are pockets of blighted housing. The older affordable single-family housing stock is converting gradually from owner occupied to rental housing and this often means that the property is poorly maintained. This survey does not indicate how the incidence of deteriorated housing (defined as substandard, major deterioration and minor deterioration) is distributed with respect to income, but it does show the distribution of the deterioration by neighborhood district. This survey indicated that the highest incidence of deterioration occurs in the areas with the greatest percentage of low and moderate-income population (see Hampton Low and Moderate Income Areas Map in Appendix A). It would be a reasonable assumption, therefore, that substandard housing tends to occur more often in units occupied by low-moderate income households and that these households have fewer resources to allocate to the maintenance of housing. Additional discussion of the condition of the housing stock is included in the Housing and Market Analysis (page 16).

IV. Priority Housing Needs, Specific Housing Objectives, Public Housing Strategy

The existing housing supply in Hampton is affordable to its residents with the exception of two groups - very low-income renters of all household types and very low-income elderly owner occupants. The needs of the very-low income renters are addressed through rental subsidy and anti-poverty programs. The very low-income elderly homeowner housing issue is difficult to address because the obvious solution to address the issue (sale of the unit and relocation to an affordable rental unit) is not acceptable to many of the elderly, regardless of the financial burden of homeownership.

Priority Housing Needs

The quality of our neighborhoods and the housing stock within them impacts almost every aspect of what we are and what we can be as a city. Healthy neighborhoods are places where people enthusiastically invest their time, money and energy – places where people want to be. Hampton invests in neighborhoods because they support our image, quality of life, tax base, schools, youth, families and our ability to attract business investments. When residents have well-paying jobs, economic stress and associated social problems are diminished, other indicators such as homeownership increases and homeowners are in a better position to maintain and improve their homes and neighborhoods.

Because the supply of affordable housing is adequate, priority housing needs focus on improving the quality of the existing stock and the neighborhoods in which the housing is located as follows:

Priority Rehabilitation Needs

The trend towards an aging housing stock and limited developable land will also increase the importance of renovation and reinvestment as a means to promote healthy neighborhoods and quality housing. Because of the age, size and condition of the affordable housing stock in Hampton, there is a

great need to rehabilitate or purchase, demolish and redevelop existing, older, affordable units. Units that are of a size and character that is attractive in today's real estate market should be rehabilitated and if necessary upgraded to current standards of size and amenities. Some units are of a size and condition that make rehabilitation an unwise investment of resources. The units should be purchased, demolished and replaced with units of a quality and value that is above surrounding properties in order to diversify the housing values in the affordable housing neighborhoods. The low-income elderly homeowners are a priority group for rehabilitation assistance because their incomes are typically "fixed" and job training investments are not a suitable strategy to increase their ability to afford market rate housing.

Priority Homeownership Needs

The affordable, single-family housing stock is gradually converting from homeownership to rental. This trend impacts the stability of the rest of the housing stock in the neighborhood. Creating opportunities to make homeownership possible for qualified renters in Hampton is a need both for qualified renters and for the stability of neighborhoods in which the affordable housing stock is located.

Priority Neighborhood Revitalization Needs

In order to provide decent affordable housing, the neighborhoods in which the housing is located must be stabilized and revitalized. Neighborhoods are economically stable when the housing stock as a composite mirrors the average housing values in the region; this encourages private sector investment and reduces the dependence of the neighborhood on scarce local government resources. In addition, about two thirds of the emerging housing markets in Downtown, Coliseum Central and Buckroe are empty-nesters, retirees, younger singles and couples without children. This poses a significant challenge for Hampton where 65% of our existing housing stock is single family detached homes. It is anticipated that changes in household composition will have a significant influence on the type of residential units that are needed to meet the new market demands. Accordingly, the priority in neighborhood revitalization is to 1) diversify the value of the housing stock in order to achieve a mixed income neighborhood and 2) diversify housing types to meet new market demands. Public investments need to focus on strategies that will encourage the private sector to participate in and sustain the revitalization.

Priority Rental Housing Needs

Available data indicates that there is adequate affordable rental housing to meet the needs in Hampton with the exception of the very low income. Accordingly, the greatest area of need for rental housing area is again to improve the viability of the neighborhoods in which the rental units are located and to upgrade and improve viable affordable rental projects. Affordable rental housing that is no longer viable from a market perspective should be demolished and the site redeveloped in a manner that brings about a mixed income neighborhood. An issue in connecting affordable rental units to the quality of neighborhoods is to avoid, to the extent possible, the concentration of affordable and subsidized units. In order to address the needs of very low income renters, the city will focus efforts on providing job training to enable the low income renters to improve their income over time. The strategy for assisting elderly households with "fixed" incomes is to actively pursue funding such as tax credits to provide senior housing options.

Priority Homeless Needs

The priority needs for the homeless in Hampton are emergency housing, transitional housing and support services to move homeless persons and families safely out of the cycle of homelessness and back into self-sufficiency.

Priority Special Needs

There is a need for emergency shelter, transitional housing and support services for persons with mental illness, substance abuse and victims of domestic violence. For other special population groups such as the mentally handicapped and persons with AIDS, there also a need for permanent supportive housing. Special housing with supportive services is also becoming an increasing need for Hampton's increasingly elderly population. At a state level there is a shift from centralized to community based

care for mental health. This will require more community based housing and facilities to be located in the region. As these homes are located, it is crucial that there be dispersal throughout the city and the region in order to avoid the problems associated with concentrated special needs housing.

Housing Objectives

Hampton's housing objectives have changed since the development of the last Consolidated Plan only in increasing the emphasis on neighborhood revitalization as the most important context for addressing housing and community development needs and expanding the focus on diversifying the quality and type of housing as a key component of neighborhood revitalization.

Objective 1: *Improve the quality and condition of the existing affordable housing stock through rehabilitation assistance for units with a size and character that is economically viable in today's real estate market.*

Objective 2: *Preserve and expand homeownership opportunities for low and moderate-income families.*

Objective 3: *Improve the desirability of the existing affordable housing stock by revitalizing neighborhoods in which the housing is located with particular emphasis on crime, grime and diversification of housing values.*

Objective 4: *Provide decent affordable rental housing through public housing, Section 8 and Housing Vouchers, scattered units and HOME assisted projects placing emphasis on high quality units dispersed throughout the community for those on permanent fixed incomes and strategies that improve incomes for the working poor.*

Objective 5: *Provide for the priority needs of the homeless with an emphasis on services that break the cycle of homelessness.*

Public and Assisted Housing Strategy

The Hampton Redevelopment and Housing Authority's strategy for public housing is to continue to maintain the quality of the units and the living environment for residents through the following objectives:

Objective 6: *Provide regular maintenance and necessary improvements to maintain the physical quality of public housing projects and units.*

Objective 7: *Involve residents, through Resident Councils, in improving the living environment in public housing.*

Objective 8: *Offer linkages to supportive services and self-sufficiency opportunities to public and assisted housing residents to improve living conditions and maintain/achieve self-sufficiency and independence from subsidized housing.*

Objective 9: *Provide preference for working families, the elderly and disabled, the homeless, and families participating in the Hampton Department of Social Services foster care reunification program applying for assistance under the Public Housing Program.*

Objective 10: *Implement an aggressive screening policy for public housing to ensure to the extent possible that new admissions will be good neighbors; screening practices will meet all Fair Housing requirements.*

Housing and Market Analysis

This section addresses market conditions such as supply, demand, condition and cost of housing in Hampton.

Supply

The population of Hampton has been steadily increasing over the last decade and the construction of new housing has kept pace with the growth. Most of the increase in supply of new housing has been in the newer developing areas of the city. Hampton however is a mature city with limited vacant property and will see limited new development of housing in the future unless through redevelopment. This fact frames the two significant characteristics of the housing market in Hampton - the large aging affordable housing stock and the disproportionately low amount of new high value housing. Hampton

has a sizable supply of affordable housing and in fact supplies a disproportionate amount of the affordable housing for the region. Hampton's median housing value is one of the lowest in the region and Hampton does not attract its fair share of high value housing. Generally, the greatest supply of affordable housing is located in the older areas of the city (See Older Housing and Neighborhoods Map in Appendix A). This poses a dual challenge because the housing tends to be smaller than current market desires and older, hence lacking in desirable modern amenities. Coupled with environmental regulations that discourage rehabilitation (lead based paint), the issue of supply is not numbers but condition of the housing stock and the quality of the neighborhoods in which housing is located.

Nationally, the average house is getting progressively larger even as household sizes decline. According to the 2000 Census, 39% of Hampton's housing units have 2 bedrooms or less. This is 3% more than the Hampton Roads Region. 42% of the city's housing stock has 3 bedrooms, which is comparable with the rest of the region. On the other hand, 19% of the units have 4 bedrooms or more as compared to 24% for the Hampton Roads region.

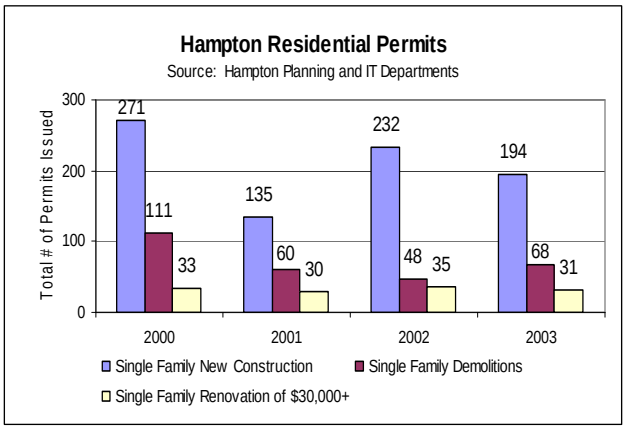
Table H. Number of Bedrooms per Housing Unit, 2000 Census

# BEDROOMS	HAMPTON	HAMPTON ROADS REGION
2 or less	39 %	36%
3	42%	41%
4 or more	19%	24%

Hampton's housing stock is mostly comprised of traditional single-family homes (see chart below). Hampton has a significant number of medium density residential neighborhoods. In 2002, about 61% of all residential development in the city was between 4 and 5 units per acre with lot sizes ranges from 4,000 to 10,000 square feet. Eleven percent of the total development has a density higher than 15 units per acre (mostly multi-family developments).

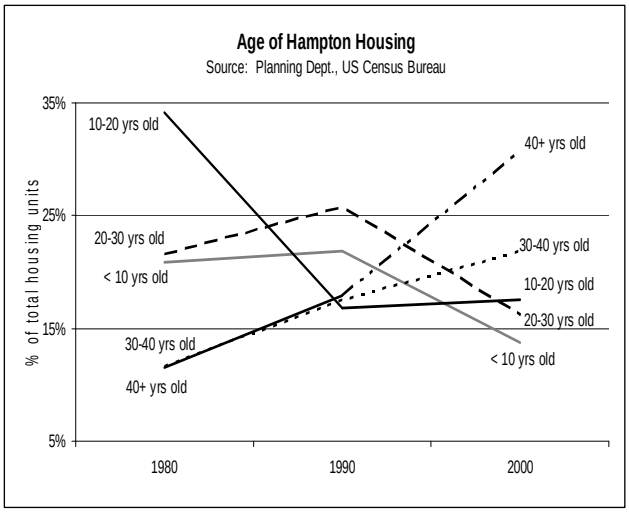
Table I. Housing Units by Type in Hampton, 2000 Census

Type	Percent of Housing Stock
Single Family, Detached	64%
Single Family, Attached	7%
Multifamily	27%
Other	2%



There are 980 parcels currently used for residential use that are larger than one acre. But only 190 of those parcels are larger than five acres which totals 1,776 acres or 11% of all developed residential land and 2% of the existing units. In general, all larger properties that remain as rural-residential homes are located in the north-east and north-west sections of the city.

The trend towards an aging housing stock and limited developable land increases the importance of property maintenance and code compliance to stabilize the condition of the aging housing stock and prevent the decline of the neighborhoods where it is located. It also increases the importance of renovation and reinvestment as a means to preserve and improve older housing units of a size and character that is still desirable in the current housing market. Units that are not viable for renovation due to size and character need to be demolished to make land available for new units that can contribute to diversifying the value and type of housing.

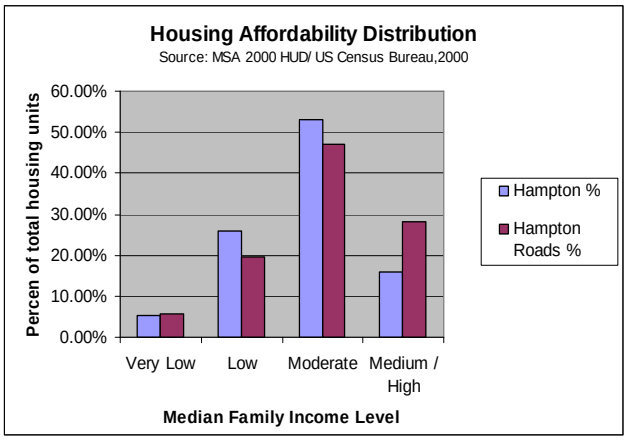


The decade of the 1990s saw the construction of fewer new housing units with the city. More recent data shows a gradual decline in the level of the total and residential housing permits over a four year period. These activity levels are consistent with other population trends.

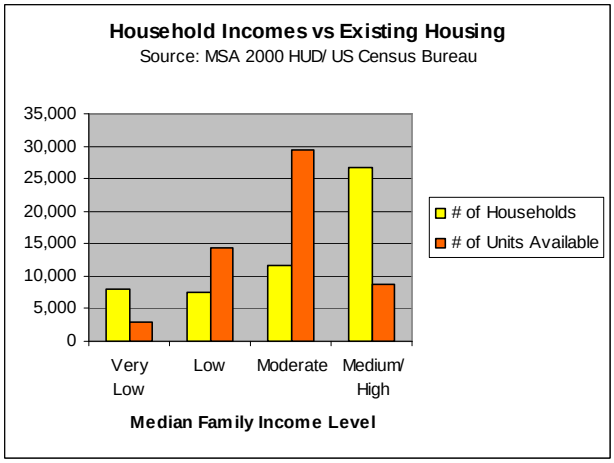
The reduced availability of land for new development will cause this trend to continue and will result in an ongoing aging of the City's housing stock. This will reverse an earlier trend of newer housing stock in the city. Census data for the year 2000 showed that 52.6% of the City's housing units were 30 years old or older. The percentage of units 30 years old or older in 1980 was 23%.

Housing Affordability

Compared to the Hampton Roads region, the city of Hampton has a similar number of housing units affordable to very low income households which is slightly above 5% of the total housing stock. Hampton's median housing value is one of the lowest in the region. When one is considering affordability of units for a low and moderate-income population, this is a good characteristic. However, for a city that is dependent on its residential tax base for providing services to its residents, this is not a good characteristic. For this reason, Hampton looks to new construction to increase the value of its housing stock and to revitalization of the older affordable housing stock to meet the housing needs of low and moderate-income residents.



According to 2000 data, the supply for both single family and multifamily for low income households in Hampton is almost 26% of the total housing units, compared to 19% in the region. Hampton's percent of affordable housing to moderate income families is also 6% higher than the regional average.



In contrast, Hampton is more than 12% less than the regional average in providing housing to households above 80% of the regional median income.

Income data reveal significant differences between the types of housing that Hampton residents can afford and what is currently available in stock to meet their needs. It is clear that while there is an over supply of housing affordable to low and moderate income households there is still an unmet demand at both ends of the spectrum of household incomes.

The supply of housing in Hampton for medium

and higher income families is not only one of the lowest in Hampton Roads, but also stands considerably below the needs of current Hampton residents. A comparison of household incomes and housing values in Hampton indicates that a significant number of households (more than 22,500) have the income to afford higher quality housing.

Hampton's demand for affordable housing for very low income households is not significantly higher than other communities in the region (see Supply of Affordable Housing by Jurisdiction Map located in Appendix A).

The city's supply of housing for very low income households is among the highest percentages among jurisdictions in Hampton Roads. The comparison of household income and existing housing also shows, however, that an unmet need for affordable housing units remains at the very low income level. The fact that housing units are not affordable to the very low-income groups is not a finding significant to Hampton, since market rate units are rarely affordable to very low-income groups. This is why subsidies are required for this group.

Housing Tenure

The percentage of owner occupied housing units in Hampton is comparable to the Hampton Roads region. The City's overall rental housing stock includes single-family homes, apartment complexes, small townhomes and large-Victorian style homes that have been divided up into apartments. A recent survey of selected rental properties within the city indicates a relatively tight market for rental units. Occupancy rates at most complexes ranged from 98 to 100 percent. Typically, a healthy rental market would have occupancies of roughly 95%. The attached table shows the unit sizes, rental rates and occupancy rates.

Table J: Selected Rental Apartment Complexes in the City of Hampton

PROJECT	UNIT SIZE SF	RENTAL RATES	% OCCUPIED
Township in Hampton Woods	500- 1,150	$569 - $919	98%
ARP Kecoughtan Court	335- 410	$330- $465	89%
Derby Run	1,000-1,300	$575- $660	99%
Cunningham Apartments	1,100-1,140	$685- $690	100%
Coliseum Gardens	525- 595	$525- $550	98%
West Co. Townhouses	860-1,100	$860-$1,100	99%
Executive Suites	400-950	$350- $600	100%
Armistead Townhomes	800-1,100	$470- $600	100%
Bridgeport Apartments	1,00-1,200	$634- $730	100%
Sacramento Townhomes	936-1,655	$625- $860	100%
Pinewood Apartments	800-1,100	$550- $695	100%
John Abbitt Apartments	750	$335	100%
Gateway Townhomes	1,000	$650- $725	100%
Kensigton Square	660-1,440	$620-$1,080	98%
Lakeshore	703-1,300	$490-$815	99%
Mill Creek Landing Apartments	1,216-1,334	$810- 1,030	100%
Tide Mill Farms	595-875	$450- $565	100%
Bridgewater on the Lake	775-1,250	$635-$1,040	99%
LaSalle Gardens	600-850	$360-$400	98%
King Street Commons	780-1,064	$445-$550	97%
The Wyndham Apartments	489-1,010	$560-$920	98%
Signature Place	642-1,270	$630 $970	n/a
Hampton Center	689-1,475	$587-$1,067	98%

Source: Rental Agent Survey
Bay Area Economics, 2002

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Demand

Although many people living in Hampton report that they do so because Hampton is close to their place of employment, it is the nature of the regional housing market that many people do not live in the community in which they work. Generally there is no captive demand for housing in Hampton. It is no surprise either that the population composition of Hampton (46% low and moderate income) matches the housing composition (46% of owner-occupied and 54% of the rental is affordable). The presence of a large military population in Hampton has had an impact on the housing market and in particular on the demand for affordable housing. Because of the transience of the military, many prefer rental housing - this creates a demand for single-family rental housing. Changes in military policy (length of tours of duty, changes in housing allowances, base closings) will clearly impact the Hampton housing market when they occur.

There is no demand for the resale of small older single family housing for homeownership and this presents a challenge for Hampton and the neighborhoods in which the housing is located since homeownership is associated with stability. The tendency of affordable single-family units to convert to rental in response to their loss of desirability as an owner-occupied unit has been increasing over the years. According to the 1990 census, only 7,230 of Hampton's single family housing stock was rental. That number has increased to 8,869 according to the 2000 Census. Single-family rental housing by district averages 20% across the city (excluding Langley Air Force Base), with the highest percentages in Districts 6, 7 and 8 (see Table K.).

Table K: Total Supply of Housing in Hampton, 2000 Census

	Area 1	**Area 2**	**Area 3**	**Area 4**	**Area 5**	**Area 6**	**Area 7**	**Area 8**	**Area 9**	**Area 10**
Total Occupied Housing Units:	8,608	4,365	5,314	5,980	3,741	6,852	4,310	6,348	5,956	5,179
Total Single Family Housing Units:	6,552	2,741	1,905	4,529	3,896	5,531	2,676	3,874	5,285	3,624
% of Single Family Units Owner Occupied:	85%	82%	74%	74%	85%	62%	63%	73%	80%	5%
% of Single Family Units Rental:	13%	18%	21%	23%	12%	32%	31%	28%	20%	16%

The older, smaller houses are often not units of choice because they lack modern standards found in neighborhoods of choice. New construction of assisted rental units and affordable owner occupied units expands the availability of choice but often exacerbates the problems for older units that can not compete. For this reason the city focuses resources within its control to upgrading and stabilizing the existing affordable housing stock, not to increasing the supply. Because size and amenities are often barriers to demand for homeownership resale of older affordable units, consideration should be given to financial incentives (loans/grants) that go beyond codes compliance items. Among rental properties, lack of demand for older units is also associated with condition or lack of market amenities. This suggests strategies for rehabilitation and modernization of viable projects and the demolition and redevelopment of projects that are beyond renovation to meet market demands.

Neighborhood conditions also cause people to avoid moving into areas where housing is affordable. Some areas are perceived as being 'high-crime' areas. Deteriorating commercial areas often contribute to decreasing property values and increased crime. Very low cost houses attract investors

who buy "low" in order to rent the property without investing in repairs and rehabilitation. This further detracts from the quality of the neighborhood. These factors demonstrate the link between neighborhood revitalization and preservation of the affordable housing stock.

Housing Conditions

The condition of the stock is of major concern to City of Hampton and to residents and community organizations. Hampton has designated significant public resources to housing blight removal through acquisition, demolition and redevelopment and rehabilitation activities. Accordingly, the City supports the use of scarce public resources for the revitalization of the existing housing stock.

The Codes Compliance Department conducted a comprehensive survey of housing conditions in Hampton in 2002, and again in 2004. The survey information, shown in the Table L. indicates the following:

Table L: Housing Exterior Condition Surveys for 2002 and 2004

District	2002			2004		
	Minor	Major	Substandard	Minor	Major	Substandard
1	0.64%	0.03%		46.42%	1.38%	0.03%
2	1.36%	0.07%	-	5.47%	0.78%	-
3	3.57%	0.04%	-	5.17%	0.13%	0.03%
4	4.61%	0.14%	0.07%	3.17%	0.44%	-
5	42.77%	0.03%	0.13%	10.00%	0.50%	0.14%
6	24.07%	0.12%	0.15%	37.36%	1.68%	-
7	4.60%	0.50%	0.12%	19.31%	2.22%	0.08%
8	10.67%	1.36%	0.03%	12.49%	0.63%	0.33%
9	11.98%	0.74%	0.44%	19.34%	1.84%	0.36%
10	7.83%	0.17%	0.07%	19.24%	0.89%	0.07%
Hampton	11.21%	0.32%	0.10%	20.68%	1.03%	0.11%

Definitions:

Minor Deterioration: *Decline or degradation requiring minor work in order to comply with the Property Maintenance Code (e.g., painting of trim, windows or dwelling).*

Major Deterioration: *Decline or degradation requiring major work in order to comply with the Property Maintenance Code (e.g., replacing rotten wood or correcting structural problems with a floor, roof or porch).*

Substandard: *Structure does not meet Property Maintenance Code requirements and is dangerous, unsafe or unfit for occupancy.*

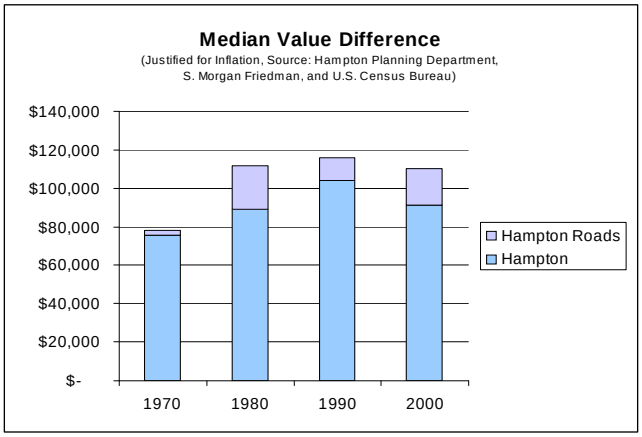
1. The most immediate observation is that minor deterioration in Districts 1, 6, 7 and 10 has increased significantly since 2002.
2. The overall incidence of all types of deterioration (minor, major and substandard) was 3.9% city-wide in 2002; however, the results of the 2004 survey showed that almost all of Hampton's districts

had a greater number of homes with minor deterioration than in 2002, and only two districts (4 and 5) showed an improvement. Almost all districts showed an increase in major deterioration and recorded substandard properties were found in all but 3 districts.

3. The overall incidence of major deterioration and substandard housing is more than 2.5%. Although severely deteriorated housing is not a big issue numerically in the city, it is a big issue in the areas where it occurs, particularly where there are abandoned properties that attract other problems. Abandonment of housing is not a major issue numerically, but where it occurs generally contributes significantly to blight and causes concern around criminal activity it may attract.

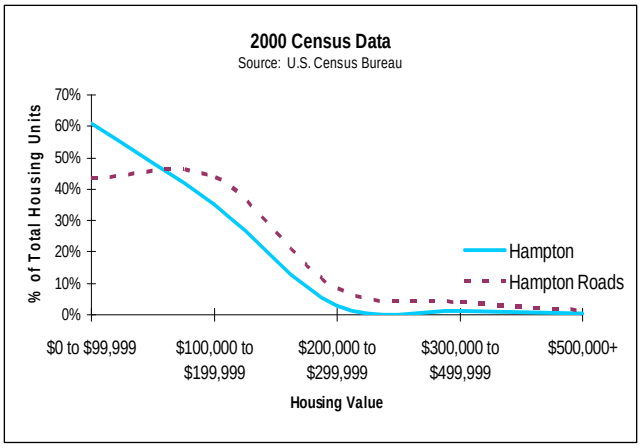
Housing Values

Since 1970, significant changes have occurred in the make-up of Hampton's housing as compared to the Hampton Roads region. Hampton's median housing value has lost significant ground compared to the region in the last three decades. The graph below shows how Hampton's housing values are skewed toward the low to moderate end.



Increases in residential property values remained below regional averages over the last five years.

Table M. (below) lists housing values by area of the city. Lower value housing is generally found in areas of the city with the oldest housing stock (districts 6-10) and higher value housing in areas with newer subdivisions of higher cost housing (districts 3 and 5). In all districts of the city there is some core of high-value homes that raise the values; this housing provides important stability for neighborhood revitalization efforts. Housing values are also impacted by certain district specific factors noted below.



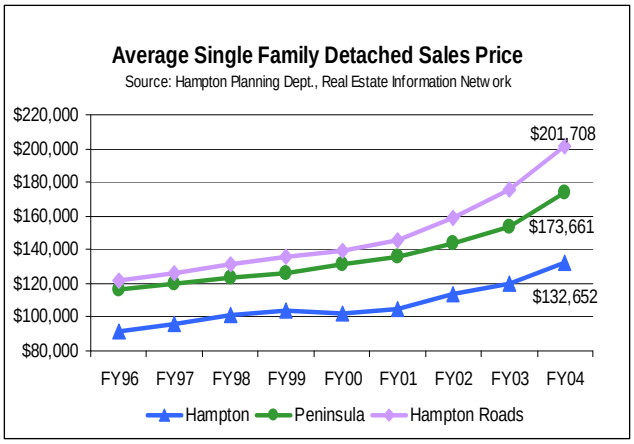


Table M. Owner-Occupied Housing Values in Hampton by District, 2000 Census

Area	Estimated Median Value of Owner-Occupied Housing Units	Area	Estimated Median Value of Owner-Occupied Housing Units
1	$92,000	8	$80,700
2	$85,500	9	$75,800

3	$104,250	**10**	$78,200
4	$89,400	**LAFB**	$58,000
5	$111,250	**City**	$91,100
6	$77,900	**Region**	$110,000
7	$76,800	**State**	$125,400

1. Area 6 contains the beachfront community of Buckroe. This area has a mix of high value homes and vacation homes along the beachfront, surrounded by smaller, rental properties that have suffered from poor maintenance. The hope that these properties would benefit from market-driven revitalization due to their location near the beach has not materialized. This area has recently completed a master plan which addresses the revitalization of the neighborhood and commercial corridor.
2. Area 7 contains the Phoebus community that also has a mix of two values of housing - some high value properties on the waterfront and a high percentage of rental properties, which is due in part to its proximity to Hampton University.
3. Area 8 has much of the oldest housing stock from the original town of Hampton. This again is a mix of higher value housing in waterfront locations and lower values in older affordable neighborhoods.
4. Area 9, Wythe, has the same mix of higher value property near the waterfront and older affordable neighborhoods. Leaders in this area report a population shift as elderly homeowners pass on and their homes are not re-occupied by the family or sold for homeownership.
5. Area 10, Aberdeen, is in transition, as the original homeowners pass on and their homes (considered starter homes by today's standards) pass on to new ownership.

Future Conditions

Recent data indicates a limited mix of housing choices in Hampton when considering such factors as housing value, age and size. These trends affect the ability of a diverse group of residents to find housing within the city. Hampton's housing mix is dominated by 1) units in the low to middle value ranges; 2) relatively smaller units in square footage and number of rooms; 3) aging units with many units built prior to the 1980's. There is a growing demand in the regional market for a variety of housing options that will support a more diverse mix of housing within the city.

As stated previously, Hampton has a limited supply of vacant developable land. This trend will have a number of effects in housing and neighborhoods such as 1) increased emphasis on in-fill development (development within existing neighborhoods and districts) for supplying new housing; 2) increased emphasis on community revitalization and redevelopment to improve housing and neighborhood quality; and, 3) potential for conversion of non-residential land uses to housing and for new developments that mix residential and commercial uses.

Housing Market Potential

Housing market studies conducted for the City of Hampton in 2003-04 identified the following areas for potential households for market-rate housing in Hampton:

- The local households living in the city moving to another residence elsewhere within the city each year represent 10 to 15 percent of the market for new housing in Hampton.
- The regional draw area includes households with the potential to move to Hampton from other Hampton Roads jurisdictions. Households moving from elsewhere in the region comprise almost a 44% of total in-migration.
- The national draw area covers all households with potential to move to Hampton from elsewhere in the US.

Specific housing demands for strategic investment areas in the City identify the type of households with potential to move to Hampton as well as the type of housing units that fit their needs and preferences. Table N. shows the overall distribution of household types with potential to reside in three strategic investment areas in Hampton: Downtown, Coliseum Central and Buckroe.

Table N. Market Potential by Household Type, City of Hampton Virginia

Household Type	Downtown	Coliseum Central	Buckroe
Empty- Nesters & Retirees	35%	28%	43%
Traditional and Non-Traditional Families	11%	25%	35%
Younger Singles & Couples	54%	47%	22%
Total	100%	100%	100%

Source: Zimmerman/Volk Associates, Inc. 2004

Emerging trends show that traditional and non-traditional families are likely to account for less than a third of the households with potential to move to the City of Hampton in the upcoming years. About two thirds of the emerging housing markets in all districts included above are Empty-Nesters, Retirees, Younger Singles and Couples without children. That poses a significant challenge for Hampton where 65% of our existing housing stock is single family detached homes. It is anticipated that changes in household composition will have a significant influence on the type of residential units that are needed to meet the new market demands.

As the market diversifies, innovative ways to tailor products to these markets have emerged in the housing industry. For example, in the past multifamily housing in Hampton was associated almost exclusively with apartments for rent and/or low income households. The multifamily housing market is now much more diverse in terms of ownership, income levels, configuration, amenities, architectural styles and adjacent non-residential uses. Good examples of emerging non-traditional housing types are:

- Courtyard Apartment Buildings: urban, pedestrian oriented buildings equivalent to garden apartments.
- Mansion Apartments: small-scale apartment buildings with a street façade resembling a large detached house.
- Loft Apartments: either adaptive re-use of older warehouse and manufacturing buildings or a new-construction building type inspired by those buildings.

All of the multifamily types described above can be accommodated in residential-only or mix-use buildings which offer great flexibility making their construction possible in areas where traditional single family residential uses would not be feasible.

Table O. illustrates the variety of housing units identified to satisfy demands of emerging markets in Hampton.

Table O. Emerging Housing Units by Type, City of Hampton Virginia

Housing Tenure	Housing type	
Multifamily for-rent	Lofts, Courtyard apartments, Mansion apartments, lease-holder, mix-use buildings, retirement homes.	
Multifamily for-sale	Lofts/ apartments, condo/co-op ownership, mix-use buildings.	
Single-family attached for-sale	Townhouses, Rowhouses, Duplexes, Live-work, fee-simple ownership.	
Single-family detached for sale	Low range:	Cottage, Cero-Lot-Line House
	Medium range:	Village House, Neighborhood House

High range: Edge Houses, Mansions

Source: Zimmerman/Volk Associates, Inc. 2004

The optimum mix of housing units for new residential development in three strategic investment areas is included in Table P. Housing preferences and income levels of households moving from or within local, regional and national draw areas has also been considered by Zimmerman/Volk to estimate the adequate housing mix.

Table P. Market Potential for New Housing Units, City of Hampton Virginia

Housing Type	Downtown	Coliseum Central	Buckroe
Multi-family for-rent	30.4%	43.0%	26.7%
Multi-family for-sale	10.5%	15.1%	16.9%
Single-family attached for-sale	8.3%	11.3%	15.9%
Low Range Single-family detached	22.1%	20.4%	13.8%
Medium Range Single-family detached	18.8%	10.2%	16.4%
High Range Single-family detached	9.9%	N/A	10.3%
Total	100%	100%	100%

Source: Zimmerman/Volk Associates, Inc. 2003

Housing Stock Available to Serve Persons with Disabilities

There are several apartment complexes in Hampton with varying degrees of accessibility. In addition, HRHA provides disabled accessible units at each of the public housing projects. The Peninsula Center for Independent Living – Insight Enterprises assists people with disabilities to become independent. They provide services to help people with disabilities to become independent, set goals, make good decisions, budgeting, self-advocacy, and assist people with employment opportunities.

Assisted Housing

Table Q. lists all assisted housing in Hampton. A majority of Hampton's assisted housing inventory is located in low to moderate- income areas. The supply of assisted housing is limited therefore the waiting lists are long. Priority is given to applicants for public housing and/or Section 8 assistance who are: (1) elderly and/or disabled; (2) working; (3) homeless (as verified by local organizations that work with homeless families or individuals; (4) victims of domestic violence; and (5) families participating in the Hampton Department of Social Services foster care reunification program.

Some of the units listed may be lost from the inventory when federal mortgages expire. These units would then convert to market rate housing that accepts Section 8 participants. Any families displaced would be eligible for tenant-based housing choice vouchers and the Housing Authority would be federally assisted with special funding.

Table Q. Units of Assisted Housing in Hampton (As of 1/1/2005)

Description	Number of Units	Population Targeted	Type of Assistance
Bridgeport Apartments	184	Low to Moderate Income	VHDA Tax Credits
Carybrook Apartments	182	Low to Moderate Income	VHDA Rehabilitation
Century Plaza Apartments	120	Low and Moderate Income Families	HUD Mortgage Assistance and Section 8
Derby Run Apartments	160	Low to Moderate Income	VHDA Tax Credits
Derby Run Apartments II	144	Low to Moderate Income	Multi-Family Loan Program

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Description	Number of Units	Population Targeted	Type of Assistance
Foxhill Apartments	96	Low and Moderate Income Families	HUD Mortgage Assistance
Foxhill Townhouses (I,II,III,IV)	252	Low and Moderate Income Families	HUD Mortgage Assistance
Horizon Plaza	135	Low and Moderate Income Families	HUD Mortgage Subsidy
Lakeshore I Apartments	19	Low to Moderate Income	VHDA Rehabilitation
Langley Square (I and II)	252	Low and Moderate Income Families	HUD Mortgage Assistance and Section 8
Langley Village	146	Very Low Income Families and Elderly	Public Housing
Lincoln Towers and Lincoln Park Apartments	275	Very Low Income Families and Elderly	Public Housing
Monterey Apartments	40	Low Income	Tax credits to subsidize rent
North Phoebus Townhouses	100	Very Low Income Families and Elderly	Public Housing
Harbor Square Apartments	368	Low and Moderate Income Families	HUD Mortgage Assistance
Paula Maria	198	Low to Moderate Income Elderly	Section 8
Paula Maria II	200	Low and Moderate Income Families	HUD Mortgage Assistance and Section 8
Queens Terrace Apartments	262	Low to Moderate Income	Multi-Family Loan Program
Section 8 Certificates & Housing Vouchers	2478	Very Low and Low Income Families	Rental Assistance
Seton Manor	112	Low to Moderate Income	Section 8
Shell Gardens Apartments	48	Low Income	Tax credits to subsidize rent
Waterford Point Apartments	120	Low to Moderate Income	Multi-Family Loan Program
Wingfield Drive Apartments	116	Low to Moderate Income	Multi-Family Loan Program

Public and Assisted Housing Needs

Hampton bases future needs for public and assisted housing on an evaluation of present supply and the goals for the next 5 years, identified in the Hampton Redevelopment and Housing Authority's five-year plan - Public Housing Agency Plans Update for 2005-2009. Hampton consulted with citizens at a public forum, and with agencies that provide services to public housing residents, as well as the lead agency in the provision of public housing - the Hampton Redevelopment and Housing Authority (HRHA).

HRHA owns, manages and maintains 543 units of housing in 3 public housing developments and 22 single family units in 2 scattered site single family homeownership programs, providing safe decent affordable housing. HRHA provides rental assistance to over 2384 families through the Section 8 Housing Choice Voucher program, whereby families are provided rental housing on the open market, paying up to 30% of their adjusted gross income for rent and utilities. The Authority also manages and maintains affordable housing for families with incomes at or below 60% of Hampton's median income through 10-unit non-public housing development, congregate housing for developmentally challenged adults, and a 12-unit apartment building for the developmentally challenged.

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Public Housing Units

The Hampton Redevelopment and Housing Authority administers the public housing program, consisting of 543 units:

- 275 units in Lincoln Towers and Lincoln Park Apartments;
- 100 units in North Phoebus Townhouses;
- 146 units in Langley Village; (which received 'elderly only' designation in HUD's letter dated August 21, 1998) and
- 22 single family scattered-site units in the Public Housing Homeownership Program.

The distribution of units by size is:

- 255 one bedroom;
- 81 two bedroom; and,
- 207 three or more bedroom units.

The Housing Authority's Public Housing Units are in decent, safe, and sanitary condition as required by the U.S. Department of Housing and Urban Development. In addition, the Housing Authority has received funds under HUD's modernization programs since 1992 for capital improvements in its Public Housing apartment complexes. The Housing Authority currently receives funds under the Capital Funds Program (CFP) which is an entitlement grant program offered by HUD. Funds are provided annually to housing authorities on a formula basis to make capital improvements and upgrade the management and operation of existing public housing. The Housing Authority will make improvements relating to the physical condition of its Public Housing units, as identified in the current Annual Statements for CFP (attached is a copy of the most recent CFP Five-Year Action Plan submitted to HUD for 2005 funds).

In accordance with 24 CFR 8.25, and the Housing Authority's 504 Needs Assessment, six (6) units in North Phoebus Townhouses, nine (9) units in Lincoln Park, and eight (8) units in Langley Village have been made adaptable for handicap accessibility. In addition, two (2) of the single-family scattered site units under the Public Housing Homeownership Program are handicap accessible. Applicants and tenants participating in the Authority's Public Housing Program that have a need for a handicap accessible unit are given first priority as units become available.

Restoration and Revitalization Needs of Public Housing Projects

As required by the Capital Fund Program, HRHA develops an overall needs assessment of modernization, restoration and revitalization needs. This ongoing evaluation is projected over a 5-year period and updated annually. HRHA is required to carry out a general survey of each development listing major work categories to be addressed to ensure the long-term viability of the project. In this survey only physical improvements of a capital nature are considered.

During 1993, the Authority began activities funded under the Comprehensive Grant Program (CGP) and continues activities under the Capital Fund Program. Since the inception of these programs, the Authority has spent approximately $12,200,000 for physical and management improvements to Public Housing apartment complexes. The accommodations affected are: North Phoebus Townhouses, Lincoln Park Apartments, Lincoln Towers, Langley Village and Pine Chapel Village including relocation assistance to residents during the demolition of Pine Chapel Village.

Cooperation in Provision of Resident Programs and Services

The mission of HRHA's service programs is to "present opportunities to residents of Authority-owned housing and other program participants to maintain/achieve self-sufficiency and independence". The Authority provides linkages to education, training and employment through partnerships with local service providers. Elderly and disabled residents have access to on-site staff to facilitate their referral to appropriate services.

Through grant funding and local partnerships, HRHA provides an after school program for youth at the Suzanne E. Jones Community Center and Computer Lab. This program includes homework assistance, reading and math tutoring and computer access. The computer lab provides residents with Internet

access and the technology to prepare job applications and resumes. The City of Hampton provides Parks and Recreation professionals to staff the community center for recreational activities. The Office of Human Affairs operates a HeadStart Program at the Suzanne E. Jones Community Center for three and four year olds that live in public housing.

HRHA offers residents an opportunity to participate in the Family Self-Sufficiency (FSS) Program. The objective of the FSS program is to reduce the dependency of low-income families on welfare assistance and on Section 8, public, or any Federal, State, or local rent or homeownership subsidies. Under this program, low-income families are provided opportunities for education, job training, counseling, and other forms of social service assistance, while living in assisted housing, so that they may obtain the education, employment and business and social skills necessary to achieve self-sufficiency. A case manager works one-on-one with families to establish goals and to measure progress toward those goals.

Strengthening Families is a program designed to help families develop parenting, verbal, and non-verbal communication and social skills within their home settings. The 14-week program includes sessions of three hours each: dinner, separate parent and child curriculums of one hour each, and an hour joint parent child session to practice the new skills. HRHA in conjunction with the Hampton/Newport News Community Services Board offers this program to families annually.

Coordination of Anti-Crime Strategies

HRHA is pro-active in fighting crime in our public housing communities. HRHA contracts with the Hampton Police Department for extra duty police service outside regularly scheduled City work to provide for the safety and protection of the residents in HRHA's public housing communities. HRHA offers regular crime prevention workshops for residents and distributes a booklet to all residents on crime awareness. HRHA documents all calls for service to the police department and deals appropriately with all lease violators. HRHA strictly enforces its no trespass policy. At HRHA's largest property, Lincoln Park, a field office is maintained for police officers.

Public Housing Homeownership Opportunities

Homeownership for lower income families represents a major step toward independence from government-subsidized housing. One of the goals set by HRHA is to "Provide opportunities to low-income residents to prepare for homeownership." Currently, the Authority has two housing programs underway which support residents' efforts to achieve homeownership. First, in 1993 the Authority acquired 43 single-family homes, which were rehabilitated. Public housing participants are recruited to live in these homes with the specific written goal of purchasing the home. To date, 21 homes have been purchased by our low-income participants. Second, the Housing Authority constructed a 10-unit apartment complex, Langley Village II, which houses low-income families who are committed to achieving self-sufficiency transition into the private market.

An array of counseling services is available for residents who meet minimum homeownership qualifications. Counseling services cover topics ranging from loan application procedures to home maintenance, repairs and management. For participants in the homeownership program, the Authority creates an escrow account to be applied to initial closing and ownership costs. The account is capitalized through a set-aside portion of monthly rent.

Section 8 and Housing Vouchers

The Hampton Redevelopment and Housing Authority currently has 2,478 Housing Choice Vouchers, under the Section 8 Housing Assistance Program. Current federal funding supports approximately 96% of these vouchers.

Needs Assessment Waiting Lists

If waiting lists are used as an indicator of need, then it can be ascertained that there is a need for rental subsidy programs or for meeting housing and income needs in a manner that reduces the need for rental subsidies in Hampton. Waiting lists for public housing and the Section 8 Housing Choice Voucher program includes 4,502 individuals and families.

Minority and Women Owned Businesses Participation

HRHA maximizes the participation of minority-owned and women-owned business in projects funded by the HUD HOME program. The city has compiled a list of eligible Minority and women owned business categorized by occupation or specialty e.g. planning, engineering etc. The list is reviewed and updated annually and all qualified minority and women owned businesses are encouraged to apply for inclusion in the directory.

City Support to Revitalize Neighborhoods around Public Housing

Supportive efforts from Hampton to revitalize neighborhoods surrounding public housing projects include providing funding to the Phoebus Improvement League for economic development in a low-income area with public housing units, the North Phoebus Townhouses. Lincoln Park and Langley Village are located in District 8 and are in close proximity to a low-income neighborhood where 1) CDBG funds renovated Y.H. Thomas Community Center; 2) acquired and donated a facility for North King Street Improvement Council; and, 3) opened the Salina Street Neighborhood Center. The City also participated in funding renovations to the YMCA which is directly across from Lincoln Park. In addition, Lincoln Park and Langley Village are in close proximity to Downtown Hampton. The City recently adopted a Master Plan for Downtown Hampton which includes the revitalization of the core of Downtown as well as two surrounding neighborhoods. Langley Village is located near North King Street; the North King Street Corridor will undergo a similar master planning effort in the upcoming year.

V. Homeless and Special Needs Populations

The lead entity for overall planning and coordination is the Greater Virginia Peninsula Continuum of Care Council (GVPCCC) that is comprised of more than 200 listed member organizations, agencies, individuals, programs and businesses. There are representatives from six formally participating governmental jurisdictions - the cities of Hampton, Newport News, Poquoson, and Williamsburg, and York and James City counties. Membership is open to any interested person, business, or organization; all members have equal status. The GVPCCC plans and convenes general Council meetings, sets overall goals and objectives of the organization, approves Committee Chairpersons, maintains records of meetings and attendance, authorizes expenditure of Council dues, provides a forum for grievances by committee or task force members, ensures that bylaws are maintained and followed, provides direction and oversight of the website, represents the GVPCCC in meetings with elected officials, and convenes special meetings with selected members to address special issues. Of importance to the success of this regional planning process is the leadership of the various task forces and committees where the actual work takes place. To be noted is the fact that the GVPCCC does not have paid staff; all work is through voluntary efforts of members with the majority of task force and committee chairpersons being agency executive directors. This region takes the Continuum of Care process seriously and is committed to its success.

The GVPCCC Committee Structure includes the following: Homeless Task Force, Youth Task Force, Elderly and Disabled Task Force, and Health Task Force. The Task Forces meet at least monthly and more frequently when needed. The Advocacy, Education, and Membership committees meet monthly or as needed. All committees meet in the same location on the third Tuesday of every month. Task Forces and Committees develop their own agendas, solicit membership, and establish goals and work plans in accordance with both the mission/vision/values of the GVPCCC and the needs of the community and target population served. Reports on committee activities are given at the Council meetings and may be presented to the Council for consideration and action, if necessary. The diversity and broad scope of the GVPCCC Task Force and committee structure reduces the duplication of effort in service delivery and policy development. Agencies within the different task forces report on relevant agency and service information so that other agencies in the community are knowledgeable of existing services and strategies. This further reduces duplication of effort. Council meetings serve as an ongoing forum, where members are invited to join committees and volunteer for committee leadership.

Overview of Homeless Resources and Needs

With HomeBase no longer serving as the regional coordinating entity for referrals to homeless services, United Way First Call for Help has become the primary shelter referral provider and represents the entity to which local shelters now report bed availability and shelter capacity. First Call for Help is a 24-hour telephone information and referral service of the United Way of the Virginia Peninsula. The entity acts as a link between community needs and community services. First Call provides local residents with information about Peninsula resources to meet their needs for food, shelter, housing, utilities, financial, medical, education, clothing, mental, child care, youth, elderly, disabled and a variety of other services.

The FoodBank of the Virginia Peninsula was established in 1986 and is located in Newport News. The mission of the FoodBank is to distribute foods effectively through a collaborative effort that minimizes hunger and promoted nutrition and self-reliance through education. The FoodBank service area consists of the cities of Newport News, Hampton, Williamsburg, Poquoson and the counties of Gloucester, Matthews, James City, York and Surry. Since the inception of this program, the FoodBank has distributed a total of 49,701,973 pounds of food to benefit the needy and hungry of the Virginia Peninsula. The total value of the distributed food is $74,552,960 (wholesale value of $1.50 per pound). The FoodBank's Food Distribution Program serves as a regional clearinghouse for donated and purchased foods as well as related items. The local FoodBank operates as part of a network of 200 member agencies distributing food to the hungry and cooperates with six other FoodBank's located in the Commonwealth of Virginia (Federation of Virginia FoodBanks) to find ways and means to bring increased amounts of nutritious foods to the local service area for distribution to persons in need. The population targeted by FoodBank are individuals at risk of losing their food security by nature of the fact that they live at 185% below the poverty level. According to the 2000 Census, nearly 50,000 in the local FoodBank's operating area are at risk of food insecurity and many from outright hunger because these residents live at or below the poverty level. The organization also operates several programs for low-income residents including a Nutrition/Self-Sufficiency Program, Kids Café and the Community Garden.

Kids Cafe is a national program founded by America's Second Harvest - The Nation's Food Bank Network to solve a nationwide problem of child hunger. Kids Café is a place where children receive a free, nutritious evening meal in a safe and supportive environment. The only Kids Café site on the Peninsula is in Hampton at the Y.H. Thomas Community Center.

Health Care for the Homeless, a U.S. Department of Health and Human Services funded agency, provides healthcare to the homeless by using a mobile van. The organization estimates that 1,814 people were provided services in 2004.

The Department of Veterans Affairs administers the Healthcare for Homeless Veterans which serves homeless veterans in Hampton as well as Hampton Roads. The goals are to reduce homelessness among veterans by engaging them in treatment and rehabilitation programs which aim at resolving the problems which lead to homelessness.

LINK of Hampton Roads, Inc. (LINK) is a faith-based, non-profit, volunteer supported organization which provides direct service and advocacy to the homeless and underserved individuals and families including the following: 1) terminally ill; 2) physical and mentally disabled; 3) HIV/AIDS infected/affected; 4) elderly; and, 5) persons living in poverty. LINK's volunteer base includes: 200 inter-faith congregations, 6,000 volunteers from local colleges, universities, civic organizations, government agencies, businesses and community members from the greater Hampton Roads area. LINK's philosophy is to partner with local jurisdictions to be an advocate for all persons of low-income and/or those who live in poverty.

During 2004 and 2005, LINK provided more than 5,500 men, women and children with a variety of unduplicated services. The organization's services to the elderly and terminally ill include transportation for health monitoring, mentoring, weekly distribution of perishable and non-perishable

foods, clothing and other needed medications and materials for their comfort. LINK provides a variety of services to homeless persons and families in need including food, shelter, housing, clothing, household items, furniture distribution and limited transportation.

LINK coordinates PORT (People Offering Resources Together), an emergency winter shelter program for homeless men, women and children, which was founded in 1993 to provide food and shelter. During the past eleven years, the PORT program has expanded services to include individual case management, workforce development, life skills, Narcotics Anonymous and Alcoholics Anonymous meetings, dental/oral cancer screenings, wounds clinic, glaucoma and blood pressure screenings, hearing tests, HIV/AIDS testing and pregnancy tests.

In 2004, another LINK initiative CANLINK I was developed to help fill the gap between homelessness and permanent housing. CANLINK I is a HUD funded 27 unit, permanent supportive housing program for homeless men, women and children with disabilities. Supportive services facilitated by CANLINK I includes: life skills training, workforce development/job readiness training, mentoring programs, budgeting classes, household management instruction and individual/family counseling. Ongoing case management of the participant's progress is vital to this program's success. LINK and other community support services assist in stabilizing the participants who are placed in CANLINK I. LINK anticipates by late summer 2005 the organization will implement CANLINK II (an additional HUD funded 19-unit permanent housing program). CANLINK II will increase the number of participants who will receive permanent supportive housing.

Needs of Shelter and Unsheltered Homeless

It is likely that the number of homeless persons in Hampton is significantly under-estimated because those referred to available hotels or non-traditional shelters may not have been counted. Additionally, there are many abandoned and vacant buildings where homeless are believed to reside which ere not surveyed. Furthermore, the Census 2000 count does not reflect those homeless who were fortunate enough to find temporary shelter for the night with friends or family. A point in time survey was conducted by the Greater Virginia Peninsula Continuum of Care on January 21, 2004. According to that survey, there were 119 families and 518 individuals being sheltered in local shelters on that evening.

The Veterans Affairs Healthcare for the Homeless Veterans Program serves the Hampton homeless, veteran population. The vast majority of these persons have chronic substance abuse and/or psychiatric disorders. Outreach workers screen veterans at sites in Hampton to encourage enrollment in primary case, assess the need for mental health evaluations, and determine appropriateness for admission to the Veterans Affairs (VA) rehabilitation programs or transitional housing.

Needs of Persons Threatened with Homelessness

There exists a sub-category of persons and families at-risk of being homeless or requiring supportive services to avoid becoming homeless. This group includes people who are doubling up with relatives or friends, the very low-income unassisted, those employed in low paying jobs, those at risk of losing jobs, those awaiting release from institutional facilities and those living from one paycheck to another. This group needs supportive services so the downward spiral of homelessness does not begin. The National Alliance to End Homelessness estimates that for every homeless person, another two to seven people are in danger of becoming homeless. Once individuals and families become homeless, it is difficult and expensive to return them to independent living. These groups need financial counseling assistance and other support services including food stamps, affordable medical services, employment referrals and counseling.

The Center for Child and Family Services, which was established in 1943, is a comprehensive provider of counseling services to children, adults, families and organizations. The Behavioral Health Services program has been designed to help you or someone you know face problems of daily living and find solutions to those problems. Their goal is to improve the quality of life of each individual or family. The Center has a proven track record of providing high quality confidential counseling services. Over the years, the Center has developed and maintains active and strong working relationships with other

key human service providers in the area to ensure that each individual receives the best and most appropriate services possible.

The Center serves individuals, families and organizations throughout Hampton Roads. The Center serves all individuals regardless of race, color, religion, creed, gender, national origin, age, disability or sexual orientation. No one is turned away at the Center due to their inability to pay for services. The Center accepts most major health insurances and has a sliding fee scale for those individuals who do not have health insurance. Services available include the following:

- Mental Health and Substance Abuse Counseling (children, adolescents and adults) - This service component includes individual, couple, marital, family, and group therapy to treat a wide range of issues. Some of these issues are: depression, anxiety, thoughts of suicide, alcohol and drug abuse, marital problems, coping with grief, issues of trauma, adjustment difficulties, and more. This service also specializes in child therapy. Many of the therapists are trained in play therapy. Some of the issues the staff helps families with are: school-related problems, children who witnessed a violent/traumatic event, grief, divorce, adoption, anger control (pre-schools, children, teens), ADD/ADHD, attachment/bonding, and defiance.
- Family Violence Counseling - This specialized intensive service is designed to address and treat family violence. This program uses a group therapy model for both male and female batterers to assist them in learning techniques to control their anger and understand the underlying causes related to their battering
- Child Sexual Abuse Counseling - This service component provides treatment and supportive services for the child or adolescent whose life has been impacted by the trauma associated with sexual abuse, physical abuse, emotional abuse, or neglect. Additional services are offered to other family members.
- VISIONPOINT – This program supports the community's goal of building developmental assets in youth. These assets have proven critical to insuring youth develop into self-sufficient, healthy community-minded adults. The program prepares youth for productive futures with job skills, adult education programs, and community education and service, as well as working with them on health and fitness and the appreciation of fine arts and culture.

The Hampton Roads Chapter of the American Red Cross is an emergency assistance program which assists persons who have emergency needs due to natural disasters i.e., fire, flood and hurricanes). This year's budget for the direct assistance portion of the organization's disaster services program is $55,000. As of December 2004, the organization has assisted 230 people affected by disaster in the time period July 1, 2004 through December 30, 2004. In assisting those individuals and families, the local Red Cross chapter expended $27,288 in direct assistance for immediate needs to include food, clothing, shelter, medical supplies and other applicable assistance in accordance with national and local Red Cross guidelines.

Homeless Needs

As stated previously, the Greater Virginia Peninsula Continuum of Care (GVPCC) plays an important role in issues dealing with local homeless issues. The GVPCC has a Homeless Task Force that focuses on issues, needs and resources related to the homeless population.

At the February 2003 Homeless Task Force meeting, members met to identify the priority needs for the region based upon the point-in-time survey, HUD priorities and initiatives, and local/regional planning activities. After careful consideration of the Peninsula's current needs, gaps and available community resources, the Homeless Task Force developed a multi-year priority needs statement to assist in guiding project prioritization, as well as a strategic planning for on-going resource development. The statement was approved by the full Council through an official vote on March 18, 2003. In March 2004, the priorities were revisited by the Homeless Task Force and all members voted to continue with the existing priorities as ordered. Accordingly, the 2004 Greater Virginia Peninsula Continuum of Care priorities are as follows:

HRHA – 2008 PHA PLAN ATTACHMENT VA017b01 – Housing Needs Assessment, Excerpt from City's Consolidated Plan

1. Affordable Permanent Housing for:
   - Persons with disabilities (housing plus supportive services)
   - Single Men
   - Single Women
   - Families

2. Ensuring the continuation of effective existing programs that have demonstrated success in meeting project goals and implementation activities.
3. The creation of an all inclusive day service center that would provide "one-stop" service delivery for supportive services designed to meet the needs of the chronically homeless.
4. Development of more year-round emergency shelter beds (both individuals and families) to reduce the numbers of homeless persons seeking winter shelter while also providing on-going access to transitional and permanent housing options.
5. Expansion of homeless intervention to reduce barriers to mainstream assistance and prevent chronic homelessness.
6. The replacement of emergency shelter beds (particularly for families with children) lost in the past.

The following table illustrates a summary of the needs for homeless persons which is derived from a "point in time" survey conducted on the Peninsula on January 21, 2004 and supplemental information contained in the Continuum of Care Statement published in June of 2004.

Table R. HUD Table 1A – Homeless and Special Needs Populations

		Current Inventory in 2004	Under Development in 2004	Unmet Need/ Gap	Priority
	Individuals				
***	Emergency Shelter	253	30	80	H
Beds	Transitional Housing	139	30	30	M
	Permanent Supportive Housing	164	0	60	M
	Total	556	60	170	
	Persons and Families with Children				
***	Emergency Shelter	125	0	0	L
Beds	Transitional Housing	186	0	50	M
	Permanent Supportive Housing	67	0	20	L
	Total	378	0	70	

*** Includes all seasonal beds (PORT and Night's Welcome)

	Sheltered			
Homeless Population	Emergency	Transitional	Unsheltered	Total
1. Homeless Individuals	232	139	147	518
2. Homeless Families with Children	59	35	25	119
2a. Persons in Homeless Families with Children	125	186	62	373
Total (lines 1 - 2a)	357	325	209	891

Homeless Subpopulations	Sheltered	Unsheltered	Total
Chronically Homeless	170	129	299
Severely Mentally Ill	141	Optional for Unsheltered	
Chronic Substance Abuse	208		
Veterans	109		
Persons with HIV/AIDS	47		
Victims of Domestic Violence	171		
Youth (under 18 years of age)	0		

The priority needs for the homeless in Hampton are emergency housing, transitional housing and support services to move homeless persons and families safely out of the cycle of homelessness and back into self-sufficiency. Emergency shelter for individuals was given a high priority as evidenced by the rising number of people seeking shelter. Persons with special needs seeking emergency shelter have a more difficult time finding shelter due to the limited space available. AIDS and HIV positive persons have a particularly difficult time finding emergency shelter due to their special medical needs.

City funds are made available through a competitive process for the Funding to Outside Agency Program. This funding is allocated to support organizations that address human services. The funds are made available on an annual basis; the organizations receiving assistance and the amounts awarded are not final until the City's Budget is adopted. In previous years, the following organizations received funding under this program:

- CHKD Child Abuse Center
- Community Support Agencies
- Downtown Hampton Child Development Center
- FoodBank of the Virginia Peninsula
- Hampton Ecumenical Lodgings & Provisions
- Insight Enterprises, Inc.
- Job Education & Training (JET) Program
- Mayor's Committee for People with Disabilities
- Office of Human Affairs
- Peninsula Agency on Aging, Inc.
- Peninsula READS
- Retired Senior Volunteer Program (R.S.V.P.)
- Transitions Family Violence Services
- United Service Organizations of Hampton Roads
- Hampton-Newport News Community Services Board
- Peninsula Workforce Development Center
- TNCC Small Business Center

The City also provides Certificates of Consistency for non-profits applying for Shelter Plus Care Grants, HUD Supportive Housing Program and Section 811 funds to provide supportive housing for persons with disabilities. In addition, priority for Community Housing Development Organization (CHDO) funding is given to CHDOs that meet the needs of special populations.

Additional City efforts to prevent low-income individuals and families from becoming homeless include the Department of Social Services which provides job training, career counseling, rental assistance, utility assistance, and day care to allow low-income persons to pursue completion of their education and acquisition of employment. The United Way of the Virginia Peninsula provides career counseling and credit counseling to reduce unemployment and prevent homelessness. The Department of Social Services also provides job placement services specifically geared toward people who receive TANF. Additional information can be found in the City's anti-poverty strategy.

Homeless Strategy

According to the Department of Housing and Urban Development, chronic homelessness is an unaccompanied disabled individual who has been continuously homeless for over one year. The chronic homeless number identified in the point-in-tie survey of 2004 indicates that the number of individuals meeting the definition of chronic homelessness increased over the last year. In 2003, 260 individuals were identified as chronically homeless with 85 sheltered and 175 unsheltered in January 2003. In January 2004, 299 individuals were identified - 170 were sheltered and 129 were unsheltered. The Chronic Homeless Assessment Team (CHAT) identified several reasons for the increase of 15% in the number of chronic homeless individuals. Area providers are more aware of chronic homelessness due in part because to the federal initiative, and also due to its key participation in the Virginia Policy

Academy Team. Providers are paying more attention to and gathering more information about the length and number of episodes of homelessness people have experienced. This awareness partially explains how the numbers of sheltered went from 85 to 170 in one year which is a 106% increase when the actual total number of chronic homeless only increased by 15%.

CHAT members stated that additional people are identified as chronic homeless, as their histories are documented through outreach at winter shelters over multiple years. Increasing numbers of individuals are coming into the winter shelters over consecutive years and establishing their chronic episodes. Outreach staff can compare individuals' shelter utilization over multiple years. By having the Point in Time Survey in January, both winter shelter programs are able to provide outreach services to individuals who may not seek shelter during the remainder of the year. CHAT members also reported that Hurricane Isabel greatly impacted the homeless population. Places that were campsites a year ago were wiped out or became "visible" to officials because of the loss of thousands of trees in the area. Service providers working on new housing put plans on hold to work hurricane relief efforts. Fundraising money that was counted on to support homeless programs, were diverted to hurricane response. Some individuals on waiting lists for public or supported housing found themselves further down the list. Affordable housing that providers depended upon to place people were taken by middle-income families who were renting apartments until their homes were repaired. CHAT believes that the numbers of chronic individuals is undercounted and more aggressive efforts are required to better count this mobile population.

As a response to the increasing numbers of chronic homeless, Greater Virginia Peninsula Continuum of Care Council (GVPCCC) is incorporating the newly adopted state plan to end chronic homelessness as the foundation for the regional plan. The Virginia plan is entitled "Virginia: A Common Wealth to End Homelessness," and was formulated with GVPCCC representation on both the Policy Academy Team and the Virginia Interagency Action Council for the Homeless (VIACH). State agencies are identifying chronic homeless panels, setting up workshops and focus groups on changing regulations that act as barriers to services and benefits. The local strategy will closely mirror the state's homeless intervention and prevention activities, although the GVPCCC will face considerable challenges in developing a plan that requires commitments from multiple governmental jurisdictions. With the state plan as the GVPCCC foundation localities will hopefully find common ground to support planned initiatives.

The Virginia Plan, approved by Governor Warner, was submitted to the national Interagency Council on Homelessness in January, 2004. The state Policy Academy Team Leader presented the plan to the GVPCCC in February, 2004, and in March, 2004 the GVPCCC endorsed the plan as the foundation of its local strategy. The key priority areas of the plan are:

- Priority 1: An Affordable Continuum of Suitable and Appropriate Housing Options
- Priority 2: Accessible Supportive Services
- Priority 3: Prevention Initiatives that Reduce Homelessness
- Priority 4: Sufficient Financial Resources to Fund Initiatives
- Priority 5: An Understanding of Chronic Homelessness at All Levels

Whereas a majority of the specific action items on the state plan involve state-level agency interaction, there are items that, although initiated at the state level, are beneficial at the local level. For example, under Priority 1 the state housing department plans on issuing an RFP for tenant-based rental assistance projects specific to chronic homeless people. The GVPCCC is identifying a possible response to this RFP as part of planning efforts. The GVPCCC is in the process of developing an action plan within the GVPCCC that uses the State Plan as the foundation, maintaining the same 5 priority areas and goals.

Special Populations

Persons with Disabilities

HRHA – 2008 PHA PLAN ATTACHMENT VA017b01 – Housing Needs Assessment, Excerpt from City's Consolidated Plan

The Hampton-Newport News Community Services Board (HNNCSB) is responsible for planning and providing community-based, public behavioral health treatment, education and prevention services for the citizens with mental illness, mental retardation and substance abuse disorders. The service area of the HNNCSB is Hampton and Newport News. Services provided by the HNNCSB include: advocacy, program development, program funding and evaluation, preventative and educational services, pre-admission screening, pre-discharge planning, monitoring and follow-up, community alternatives to institutionalization and coordination of existing services. The essential elements of this service system are outreach, case management, treatment, medication management, crisis intervention, residential supports, psycho-social rehabilitation, vocational and training services.

From July 1, 2003 to June 30, 2004, the Hampton-Newport News Community Services Board provided services to 10,649 clients (9,451 individuals in an unduplicated count). Of those persons, almost 400 were homes at initial contact which comprises just over 4% of the total number of clients served. Of the 10,649 individuals served, 5,666 received mental health services and 2,704 received substance abuse services. Note: Although many individuals receive services in multiple programs, the clients are for statistical purposes listed under only one disability category.

Approximately 20% of HNNCSB clients have SSI/SSDI payments as their total source of income. The 2005 rate of SSI/SSDI payments is $579/month and $6,948 annually. It is estimated that a majority f these individuals require deeply subsidized housing such as the Housing Choice Voucher Program, along with mental health and medical support services.

Residents of Hampton and Newport News returning to their home community from mental health institutions undergo an extensive pre-discharge planning process comprised of the staff from the institution and staff from the HNNCSB. The HNNSCB participates in the discharge of planning for persons in state institutions who are residents of Hampton or Newport News. Case management staff and staff specifically assigned to institutional discharge assists individuals with placement and monitoring of services such as mental health, vocational rehabilitation, education, day-support services and housing. Locating appropriate housing is a key planning component prior to discharge.

The Association of Retarded Citizens (ARC-Peninsula) is a non-profit agency which provides for the needs of persons with mental retardation through supportive housing and employment placement. The ARC offers a variety of housing opportunities for individuals with mental retardation depending on the person's particular abilities and preferences. The Residential Services Program is committed to provide the client with the opportunity to grow physically, intellectually, emotionally, socially and spiritually. Through ongoing interaction with ARC staff and the community, choices are provided to ensure each individual to realize his or her potential and personal expectations of life.

ARC currently operates multiple homes located in community neighborhoods of Hampton and Newport News serving 4 to 6 individuals each. Residents in the homes are assisted with daily living tasks such as doing laundry and preparing nutritious meals, transportation to work, medical appointments and recreation activities, assistance with taking medication, acquiring and maintaining routine living skills (such as deciding what clothes to wear on a cold day). Staff helps the community to get to know these citizens and their abilities by making sure the residents are taking an active part in community life – shopping at the mall and walking the dog. Additional services provided within the program may include physical and occupational therapy, speech therapy, psychological and dietician services. The residential program also operates services for the day time hours. At these programs, individuals work or receive training as appropriate for their abilities. To the greatest extent possible, these day time hours are spent in community situations or jobs to again be as normal as possible. The ARC facilities are operated under licenses issued by the Department of Health, Mental Retardation and Substance Abuse Services. Homes are funded under either a Medicaid Waiver or Intermediate Care Facilities for the Mentally Retarded.

The Peninsula Center for Independent Living provides independent living services to people with disabilities residing on the Virginia Peninsula. The agency provides housing services, independent living

counseling, advocacy and independent living skills training to enable people with disabilities to live independently.

The Mayor's Committee for People with Disabilities assesses the needs of person's with disabilities in Hampton. This committee focuses the accessibility of public facilities and activities. The Committee consists of 24 volunteer members who are appointed by City Council and dedicated to assisting, representing and advocating for the disabled citizens of Hampton.

Domestic Violence

Transitions Family Violence Services provided shelter and/or supportive housing for 373 persons in FY2004. Transitions Family Violence Services is a non-profit 501(c)(3) organization founded in 1977. Transitions is the sole provider or comprehensive violence services for its target population – victims of family violence. The agency provides a unique and comprehensive five-stage spectrum of services including:

1. 24-hour hotline, support groups, legal advocacy and community education
2. emergency shelter
3. short-term shelter
4. transitional housing
5. re-assimilation into the community

This continuum of care model enables clients to receive services whether in an abusive situation, in need of shelter, or in the community. Shelter and outreach programs address the issues which can keep victims of family violence in abusive situations – or render them homeless. Clients receive case management, counseling, life skills education, tutoring, job readiness training, legal advocacy, parenting education, child care, food, clothing, supplies, medical care, transportation, accompaniment and self-sufficiency programs. Other initiatives include specialized services for older battered women and Protect Our Kids, an interagency collaboration of child witnesses of home, school and community violence. Transitions operates four facilities: a 29-bed emergency shelter, a 22-bed short-term shelter, a 9-apartment 39 bed transitional facility, and a 7,300 square-foot multi-service building.

AIDS and Related Diseases

The Children's AIDS Network Designated for Interfaith Involvement (CANDII) is a non-profit organization established to improve the quality of life for children and their families living with HIV/AIDS. CANDII offers case management and supportive services to persons affected by HIV/AIDS. With an active caseload of 303 persons, the organization is the single largest provider of HIV/AIDS services on the Peninsula. CANDII provides family centered HIV/AIDS support services, including case management, short-term rental assistance, transitional housing and permanent supportive housing for persons with disabilities. With the closing of the Peninsula AIDS Foundation (PAF) in June 2003, CANDII assumed the implementation of a HUD Permanent Supportive Housing grant which was previously given to PAF. Currently, CANDII provides 34 units of Permanent Supportive Housing from the Continuum and 13 units of Tenant Based Rental Assistance under the HOPWA program. In addition, the organization provided approximately 30 households with short-term emergency rental assistance. The agency also provides food assistance, support groups, HIV/AIDS prevention education, HIV/AIDS outreach services, referrals to medical and dental care, medication assistance and utility assistance. CANDII is an active participant in the Greater Virginia Peninsula Continuum of Care Council.

During the past two years, CANDII's caseload has grown annually by more than 20%. The organization's current clientele is 80% African American, 18% Caucasian and 2% Hispanic. CANDII's clientele is primarily female. The current clientele is 93% female and 7% male. These is an alarming increase in HIV infection among women, primarily African American women. New HIV infections for young minority women are higher in Hampton roads than in any other part of the state. In fact, the Eastern Region of Virginia (including the Virginia Peninsula) has the highest incidence of HIV/AIDS in all of Virginia, as reported by the Virginia Department of Health. Homelessness is particularly challenging to the individual who has HIV/AIDS. Shelter placement is difficult for people who must adhere to medical

treatment regimens that can have very significant side effects (diarrhea, vomiting, fatigue, etc.) The majority of shelters require disclosure of current medications. By disclosing medications, the HIV status of the homeless individual is effectively disclosed; therefore, such individuals are reluctant to enter shelters. During the last year, CANDII has served more that 40 individuals who were homeless on the Peninsula. The organization also served approximately 75-100 individuals who are at risk of becoming homeless, based on their current living situation and income.

Elderly

The Peninsula Agency on Aging (PAA) is the local agency serving the needs of community based senior citizens and frail elderly. The mission is to support independence and quality of life of Peninsula residents primarily 60 and over by advocating, arranging or providing vital human services. PAA's supportive services include the following: long-term care, nutrition and transportation. Long-term care has six components: information and assistance, care coordination, in-home care (contracted), emergency assistance, adult day care (contracted) and caregiver support.

The Center for Independent Living works to empower people to take charge of their own lives and lifestyles. It is located in Hampton and serves the populations of Gloucester, Hampton, James City County, Newport News, Poquoson, Williamsburg, and York County. The Center is designed and operated by people with disabilities, and it provides services and advocacy which promote the leadership, empowerment, independence, and productivity of people with disabilities. The Center works with individuals as well as with the community to remove barriers to independence.

The Centers provides services to individuals with significant disabilities as well as to the local community at large. Core services to individuals, include Information & Referral, Peer Counseling, Independent Living Skills Training, and Individual and Systems Change Advocacy. Services to the community include disability awareness, technical assistance regarding accessibility and legal issues, and general disability related information.

Inventory of Supportive Housing for Persons with Special Needs

The Hampton-Newport News Community Services Board (HNNCSB) operates and manages approximately 75 beds in supervised or supported living apartments for adults with mental illnesses and provides mental health residential living services to approximately 40 additional individuals who live in their own homes or in apartments.

The HNNCSB provides 16 beds in a comprehensive day and residential substance abuse treatment program for pregnant and parenting women and their children under the age of three. In addition, the HNNCSB works with Serenity House for residential based crisis and transitional treatment services for individuals in substance abuse therapy.

The HNNCSB owns and/or operates 11 licensed group homes for adults with mental retardation, providing about 90 beds in Hampton and Newport News. Additional residential support services are provided to approximately 40 additional clients living in their own or their family's home. Small, licensed group homes are needed within the region to fill current and future waiting lists for residential services for adults with mental retardation, especially as the parents age and can no longer provide for their family member with mental retardation.

The housing options available to the target population are limited to the relatively small numbers of supervised and supported units under HNNCSB operation or their private adult homes, rooming houses, board and care homes, and public housing. Although additional housing options are needed, deeply subsidized housing such as through public housing, the Housing Choice Vouchers, Shelter Plus Care or Medicaid supported programs remains the critical housing need since so many people served by the HNNSCB have incomes considerably below the poverty level. The current SSI/SSDI rates equal only 14% of area poverty level income. Because of their low incomes, many people with mental disabilities have limited housing choices in either the public or private market. Except for a few cases, the HNNCSB does not typically receive federal, state or local funds to provide rent or housing support payments for

individuals.

The Redevelopment and Housing Authorities in Hampton and Newport News have been successful in developing some public housing units accessible to HNNCSB clients, but the demand far exceeds the supply. Subsidized housing waiting lists are normally long, and in the meantime HNNCSB consumers are forced to choose among limited options of adult homes, room and board, rooming houses and shelters. There is also a lack of private providers willing to address the affordable housing needs of the target population and lack of sufficient funding for providers such as the HNNSCB to develop or operate housing to meet the needs of its consumers.

One of the only other existing providers addressing this population is the Veterans Administration through its Homes Chronically Mentally ill (HCMI) programs, but only homeless veterans are eligible for assistance. The special Veterans Administration (VA) HealthCare for the Homeless program and initiatives provided by the Hampton VA center are comprehensive, but limited, and include hospital and domicile care, facility-based and mobile medical and psychiatric care, and rehabilitation and vocational services. These programs are unique in the State, and rare in the nation, thus attracting indigent veterans from other areas. The programs are unable to serve the demand, and many of these veterans fall to the care of the HNNCSB and area shelters.

For individuals experiencing homelessness, who have mental illnesses, mental retardation and/or substance abuse, the HNNSCB has specialized staff providing outreach and assessment services at homeless shelters, community feeding programs, faith-based centers, streets and camp-sites. The Homeless Services staff provides various types of assistance, transportation, mental health assessments, referrals to community and agency programs, assistance with benefit applications, and street and shelter-based mental health care. The HNNCSB Homeless Services staff also provides homeless individuals with mental disabilities access to the HNNCSB-operated emergency, transitional and permanent supported housing options. In 2005, the HNNCSB had a total of 38 beds dedicated to serving persons with mental disorders who were homeless.

Special Populations Strategies

There is a need for emergency shelter, transitional housing and support services for persons with mental illness, substance abuse and victims of domestic violence. For other special population groups such as the mentally handicapped and persons with AIDS, there is also a need for permanent supportive housing. In addition, special housing with supportive services is also becoming an increasing need for Hampton's increasingly elderly population. The network of nonprofits serving special needs populations (i.e., Transitions Family Violence Services, Friends of the Homeless, Hampton-Newport News Community Services Board, CANDII, Veterans Administration Hospital, and others) will be utilized and supported when possible to provide the necessary services to their client populations.

Discharge Planning

The jurisdictions included in the Greater Virginia Peninsula Continuum of Care Council (GVPCCC) have been working over the past several years to improve discharge planning policies from several area publicly funded institutions. Of primary concern in the area involves discharges from one of the largest state mental institutions, Eastern State Hospital. The primary characteristics of discharge planning within the GVPCCC are: Aggressive Outreach, Discharge Planning from Day of Admissions, On-site Case Management, Benefits Planning and Applications Prior to Discharge, and Follow-up/Follow-Through Care Coordination, in other words – immediate, on-going and on-site.

- An Outreach Worker from the VA's Health Care for Homeless Veterans Program (HCHV) visits veterans at Eastern State Hospital twice a month to link them with VA housing and services upon discharge.

- HCHV is developing a similar outreach program for veterans in correctional facilities to help coordinate services prior to and upon release. The goal is to prevent homelessness at the time of release for veterans.

- As part of a state-initiated project for persons with mental illness and substance abuse disorders, the Hampton-Newport News Community Services Board and the Colonial Services Board (both GVPCCC regions) are participants in the "HPR-V Reinvestment Project". The Reinvestment Project includes 9 community based mental health systems and Eastern State Hospital, one of the largest public institutions in the state. After extensive planning efforts the project has resulted in the closure of 44 acute care institutional beds at Eastern State Hospital and moved the response and responsibility for services and care to the 9 home communities. The project requires highly integrated crisis management and authorizations for in-patient care at one of 4 local hospitals through purchase of service agreements. Care management and discharge coordination are immediate and extensive. As a result, the HPR-V Reinvestment Project is proving that individuals can receive better, more integrated care within their home communities, be discharged for acute episodes more quickly, have less likelihood of losing benefits, such as Medicaid (due to the fact that benefits are not terminated by these brief, community hospitalizations as they have been by "institutionalization"), and they tend to have much better personal behavioral outcomes. The community benefits from the huge reduction in cost of local care in private or not-for-profit hospitals than in publicly supported institutions. In addition, more people are receiving the psychiatric acute care they need with the same amount of money that used to support the acute care beds in the institution. The authorization for services and discharge planning require huge commitments from the local community mental health agencies, but the benefits have already exceeded all expectations. As the project is in the initial year of operations, further information will be available in future years.

- The Hampton-Newport News Community Services Board became one of the only community-based mental health providers to place case management staff on-site at the mental hospital. Two mental health case managers coordinate community resources and discharge planning for the cities of Hampton and Newport News for any individual being discharged who is not already a HNNCSB client. For patients within the mental hospital who are existing HNNCSB clients, their assigned case manager is responsible for regular interagency staffings and discharge planning. The discharge planning process begins immediately upon their admission to the mental hospital. If housing was not secured prior to admission, it is a priority as part of discharge planning. Case managers provide the individual with housing information based upon available housing resources and income. Financial assistance is sometimes available to assist with initial housing placement. In the same way, case managers of current HNNCSB clients are tasked with maintaining contacts when clients are incarcerated or hospitalized for health related problems. Case managers help maintain housing during short periods of institutionalization so that persons, who were not homeless, do not find themselves without housing after institutionalization. Mental Health Emergency Services and Adult Case Management works with area medical hospitals when individuals ready for discharge are identified by hospital personnel as having mental health disorders.

- For individuals with mental disabilities or substance abuse who are incarcerated, the cities of Hampton and Newport News have assigned specialized cell blocks. HNNCSB has case management staff assigned to each of the specialized cell blocks to work with the individuals, providing on-going case management services, coordination of medications and treatment services, and referrals to other providers. In addition, prior to release, the case workers analyze eligibility for benefits and begin application procedures for any eligible benefit program, such as SSI/SSDI and Medicaid. Housing is primary in discharge planning and begins as close to the initial contact as possible. Financial assistance for initial housing placement is sometimes available through HNNCSB client support funds when other resources have not been identified prior to discharge.

- For youth in Juvenile Detention facilities the Hampton-Newport News Community Services Board has similar arrangements for those with mental illness and substance abuse disorders through its Youth and Family Services Division.

- For individuals with HIV/AIDS who are incarcerated, CANDII and HNNCSB HIV Prevention Services provides active outreach within local and regional correctional facilities, providing education and case management services around discharge planning. As mentioned above, these case managers begin discharge planning as soon as possible, including applying for benefits within state guidelines and assisting with housing planning and placement prior to discharge whenever possible. Through Ryan White Title I funds, CANDII provides outreach case-finding, case management and discharge planning.

- To prevent and divert cases from incarceration, decrease recidivism, and reduce overall drug-related crimes, the Cities of Hampton and Newport News developed and implemented Drug Courts administered by Hampton-Newport News Community Services Board and offered through a multi-disciplinary team in a centralized, intensive out-patient setting.

- Future plans include working with area correctional facilities to better coordinate communications and referrals for incarcerated individuals who are homeless and discharged from area jails. At the present time, correctional facilities discharge to the person's city of origin or place of arrest. Other than referrals to area shelters, there is little coordination at the time of discharge. One step is to have members of the Homeless Task Force meet with various correctional and probation staff to make them aware of the Continuum of Care process, area homeless resources and service agencies and to work on establishing possible communications ties with service agencies prior to discharge. Some initial efforts have been made in this area in that police departments have been very cooperative in helping transport the homeless to area winter shelters as an alternative to arresting them for vagrancy or trespassing. These initial contacts have paved the way for discussions on coordinating housing after release from jail.

- For youth in foster care and related youth services, the region has established professional teams comprised of key youth providers, such as departments of social services, the community services boards, school systems, etc. The teams are involved with developing service plans and interagency monitoring and treatment. This system is continually being assessed and improved to better meet the needs of emotionally and developmentally disabled youth leaving the school system and requiring transition into adult mental health services, including residential services.

- The GVPCCC Best for Youth Task Force is working to establish a full system of developmental assets comprised of effective relationships, services, opportunities and resources that fully integrate young people into the life of the community, thereby ensuring successful graduation into independent living. As part of the process, Task Force members will be casting a wider net to ensure that service providers and youth involved with foster care, juvenile justice, and return from therapeutic and correctional facilities are better incorporated in this system of support.

VI. Barriers to Affordable Housing

The cost of housing construction is impacted by the cost of land and materials, fees, permits, zoning restrictions, building codes, and subdivision regulations. These factors have not been a barrier to the production of affordable housing as is evidenced by the quantity of affordable housing in Hampton and the fact that developers have considered Hampton to be the community of choice to construct affordable housing. Hampton's issue has never been removing barriers to the production of affordable housing, but how to diversify our housing stock to increase Hampton's share of high-end housing and thereby strengthen our tax base.

On the other hand Hampton is focused on removing barriers to investing in and occupying our existing affordable housing stock and strategies to do this have been addressed elsewhere in this document. Two barriers to the rehabilitation of the existing housing stock are the costs associated with asbestos and lead based paint removal. The HUD regulation regarding lead-based paint, specifically the requirement to abate all lead based paint if more than $25,000 in Federal funds is invested in a project has had a significant impact on Hampton's residential rehabilitation program. These requirements also impacts smaller rehabilitation projects (less than $25,000) due to the costs associated with lead-based

paint testing. In the upcoming years, consideration will be given to ways to assist in financing this requirement especially since the expense adds little or no value to the house.

Hampton also has strategies to improve city service delivery to neighborhoods with the intended result of improving quality of life in neighborhoods (one barrier to investing in and occupying the housing). The Neighborhood Outcome Group is a collaborative group of city department heads who work to improve city service delivery and relationships with neighborhoods. The Neighborhood Outcome Group has established District Area Resource Teams comprised of city staff who work together to deliver city services in a geographic area of the city. These teams are expected to share resources to solve problems across departmental lines and increase communication with neighborhood groups, thereby better understand issues of importance to neighborhoods.

Lead-Based Paint

Section 1004 of the Residential Lead-Based Paint Hazard Reduction Act of the Housing and Community Development Act 1992 defines lead-based paint hazards as (1) deteriorated lead-based paint on any exterior or interior surface; (2) lead-based paint on any friction surface (floors or windows); (3) lead based paint on any impact surface (door frames); (4) lead-based paint on any surface accessible to a young child; (5) lead contaminated dust; and (6) lead contaminated soil. There are 4 measures that help identify the extent of the problem in older housing units in Hampton:

- the number of homes built pre-1978 (units constructed after 1978 are not likely to contain lead-based paint)
- the number of times the home was painted, materials, etc.
- an estimate of the numbers of families with young children living in pre-1970 houses
- housing occupied by low or very low-income persons who may not have the resources to maintain or up-grade their home – and thus eliminate lead-based paint.

Table R: Estimated Presence of Lead-Based Paint in Housing

Year Built	*PB %*	*Hazard %*	*# of Housing Units*	*Lead Based Paint Estimate*	*Hazard Estimate*
Post 1977	*2.0%*	*1.0%*	*20,285*	*406*	*203*
1960-1977	*39.0%*	*19.5%*	*20,702*	*8,074*	*4,037*
1940-1959	*73.0%*	*36.5%*	*12,423*	*9,069*	*4,534*
Pre-1940	*86.0%*	*43.0%*	*3,901*	*3,355*	*1,677*
Totals:			*57,311*	*20,903*	*10,452*

Source: National Survey of Lead and Allergens in Housing – Northeast Region

Housing of concern are those units occupied by low-income households with young children. Units occupied by larger related families are confidently assumed to have children living in the home. According to the 2000 Census, 7.4% of Hampton households are very low and low-income large related families. Assuming that all 7.4% occupy housing likely to have lead-based paint, an estimated 2,740 units may have lead based paint issues.

Hampton has an active and coordinated program to identify and address lead-based paint, as part of the rehabilitation program administered by the Hampton Redevelopment and Housing Authority. Applicants for loans are provided with a pamphlet about Lead-Based Paint, "Protect Your Family from LEAD in Your Home" prepared by the Environmental Protection Agency. Note: Applicants must sign to confirm receipt of the pamphlet. A locally produced pamphlet is also available and distributed by Health Department staff. Housing projects involving the rehabilitation of structures prior to 1978 are tested for lead-based paint and when present required abatement procedures are followed. Capital Funds Program (CFP) funds have been used to test for and abate lead-based paint hazards in public housing units. CDBG and HOME funds will continue to address lead-based paint in residential rehabilitation activities. Applicants for rehabilitation loans are required to sign a Notification "Watch out for Lead-Based Paint."

A cooperative effort between the Department of Health pediatrics and environmental health staff and the Codes and Compliance Department addresses the risk of lead poisoning in children. The pediatric staff screens for poisoning and provides health education and follow-up. The environmental health staff conducts home and property assessments, and Codes & Compliance enforces abatement actions to remove lead from property.

Fair Housing

Fair Housing law prohibits discrimination in access to accommodation or services on the grounds of race, ethnicity, religion, gender and/or disability. Overt housing discrimination, bias and disparate lending practices are not evident in Hampton and the professional real estate organizations take the lead in training and oversight to ensure that the laws are understood and followed. The issues that could inhibit fair housing choice are (1) lack of information on access to housing resources, and (2) assistance if a fair housing violation has occurred.

Analysis of Impediments to Fair Housing Choice

One of the requirements of receiving CDBG funds is that the City must prepare a Fair Housing Plan. In January and February 2002, the Hampton Roads Community Housing Resource Board's membership (Hampton, Newport News, Norfolk, Virginia Beach, Chesapeake, Suffolk, and Portsmouth) advertised a Request for Proposals (RFP) for an external firm to conduct a regional Analysis of Impediments to Fair Housing Choice for the Peninsula and Tidewater areas. The analysis of impediments included: an assessment and evaluation of impediments to fair housing, survey of fair housing services, regionally-based recommendations, and post-report training. The plan provided each jurisdiction with a fair housing plan incorporating specific suggestions for opening the housing market in such a way that both citizens and the overall economic health of the region will benefit. Through the RFP process, Mullin and Lonergan, Inc. was selected to complete the Analysis of Impediments for the Hampton Roads Community Housing Resource Board (HRCHRB). The Analysis of Impediments to Fair Housing Choice was completed in December of 2003. The Fair Housing Plan was adopted by City Council at their meeting on May 5, 2004. A summary of the potential impediments identified in the Hampton section of the Fair Housing Plan is as follows:

Impediment #1

While the City of Hampton contains some of the most affordable housing in the region, the review of the census data shows that there is an overlap in areas with concentrations of low income households and those with large numbers of members of the protected classes. Unemployment among minorities and women is higher than among whites and men. Minorities and women also have lower incomes. Lack of affordable housing disproportionately impacts the protected classes because of their higher representation among the low income. In addition to the need for affordable housing, a critical concern is housing opportunities that support the disabled primarily through modifications that improve accessibility and habitability. As shown in the accomplishments achieved by its publicly funded housing programs reported in Part II, through its comprehensive housing programs Hampton has assisted members of the protected classes in greater proportion to their representation in the City's population. The entitlement program has been an effective way to improve housing opportunities for members of the protected classes in the City through expanding the supply of decent affordable housing. Hampton's publicly funded housing program is comprehensive, providing funds to assist with rehabilitation, including improvements that support accessibility and habitability improvements for owners, in addition to home ownership. The home ownership program includes an education component that includes education on fair housing issues. The education program is open to all households. A major housing program offered by Hampton benefiting members of the protected classes is the Wheelchair Ramp Program, which is available to both owners and renters.

Action Proposed in the Fair Housing Plan to Address this Impediment

The City will continue to use its entitlement funds to support the creation and improvement of housing for low income households including adaptive modifications. In support of accessibility needs of renters, Hampton will consider expanding the scope of its successful Wheelchair Ramp Program to

include funding a wider variety of modifications that support habitability. The City will continue to notify housing providers serving low income households and members of the protected classes regarding the availability of funds to support improved housing in Hampton. HRHA will also notify service providers assisting members of the protected classes when its waiting lists for public housing units and Section 8 vouchers are open. In furtherance of expanding affordable housing opportunities by providers, Hampton will consider a variety of development techniques such as fast tracking, waiving of fees, as a means to encourage and facilitate the creation of affordable housing.

In order to address this potential impediment, the City will undertake the following actions on an annual basis:

1. Market the availability of HRHA rehab programs to support accessibility improvements.
2. Continue to provide funding for the Wheelchair Ramp Program.
3. Continue to notify housing providers serving low income households and members of the protected classes regarding the availability of funds to support improved housing in Hampton.
4. Notify service providers assisting members of the protected classes when its waiting lists for public housing units and Section 8 vouchers are open.

Impediment #2

Lack of awareness and education about fair housing will continue to be a problem as minority households in the region increase and as more people face disabilities and more disabled persons seek housing outside of institutions. Households need reliable local assistance to ensure their problems are resolved. The City and HRHA have been diligent in notifying the public regarding fair housing issues and making the public aware of the availability of staff to assist them. The Hampton Neighborhood Initiative offers programs that broaden acceptance of diverse groups. There is, however, a continued need for Hampton to include a fair housing component as part of its community development program providing education, outreach, referral, and follow-up regarding fair housing issues.

Action Proposed in the Fair Housing Plan to Address this Impediment

The City will continue to participate in the Hampton Roads Community Housing Resources Board (HRCHRB) allowing it to network with the other communities and housing providers regarding fair housing concerns and issues. To improve understanding of evolving problems, Hampton's fair housing staff will annually consult with HUD's Fair Housing Clearinghouse for current materials to aid staff in advising the public. The staff will continue with its primary role of supporting education of the public with regard to fair housing and assisting the public with connection to agencies that help with fair housing problems. The staff will also continue to conduct outreach to complainants and follow-up to ensure they connect with the resources that assist them with resolving their housing problems. In addition to directing persons to the State and HUD, Hampton will look to the Office of Human Affairs (OHA) as a resource and referral agency. While located in Newport News, OHA is available to assist households peninsula-wide.

Because of its location on the peninsula, OHA can be more effective than agencies that are not in the region due to greater accessibility and visibility. Information provided to the public needs to be presented in an accessible, readable format so that it is easy to understand. The information needs to be updated annually to ensure that it contains the most recent information. Because the occupants and households in of the public housing in Hampton include a large number of minority and female headed households with children, the City's fair housing awareness and education program must continue to incorporate outreach to public housing residents by HRHA.

In order to address this potential impediment, the City will undertake the following actions on an annual basis:

1. The City of Hampton will continue its participation on the Hampton Roads Community Housing Resources Board (HRCHRB). The HRCHRB co-sponsors an annual fair housing poster contest and publishes an annual fair housing booklet.

2. In order to increase awareness and educate the public on fair housing issues the City of Hampton will:
   a. Provide fair housing information to all Newport News Waterworks customers in Hampton. This information will reach 48,000 Waterworks customers in Hampton.
   b. Mail fair housing posters and brochures to all the property managers of multi-family units in Hampton.
   c. Promote fair housing awareness through the City Page in the Daily Press, informational ads on Cable Channel-47, and the City's E-News.
   d. Continue including fair housing education as part of the Hampton Redevelopment & Housing Authority's First-time Homebuyer's Seminars.
   e. Adopt a resolution (City Council) proclaiming April as Fair Housing Month in the City of Hampton.
   f. Participate in the annual Hampton Child Fair by distributing fair housing educational materials.

Impediment #3

Some of the regulations applicable to group residences for the disabled as outlined in Part IIB of the Fair Housing Plan may limit siting of the use. Of particular concern is the three-quarter mile dispersal requirements. The dispersal requirement has the potential of severely limiting the locations available for the development of group residences. Despite the potential impediments, it is noted that there are group homes for the disabled in the City. Also, the review of the complaints shows that there have been no complaints filed with HUD or the State regarding the siting of a group home in Hampton.

Action Proposed in the Fair Housing Plan to Address this Impediment

Group residences defined by the Hampton Zoning Ordinance are residential uses that function the same as any other residential use. Accordingly efforts should be made to ensure the group residences can be easily accommodated throughout the City under the same standards as any other residential use. Because a group home for the disabled serves to provide a non-institutional experience for its occupants, imposing conditions are contrary to the purpose of a group home. More importantly, the restrictions, unless executed against all residential uses in the zoning district, are impediments to the siting of group homes in violation of the Fair Housing Act. To avoid creating impediments, the City will review its Zoning Ordinance to ensure that all standards are effective in achieving the intended objective without unintentionally impeding development of group homes for the disabled.

In order to address this potential impediment, the City will undertake the following actions on an annual basis:

According to Hampton's Zoning Ordinance, group homes of eight or less are permitted in residential districts by right. When the number of occupants exceeds eight then a Use Permit is required. This requirement was one of the recommendations of the Greater Wythe Area Plan Phase One which was a citizen driven planning process. The intent of the ordinance was not to create a hardship on group homes for the disabled. The goal of the ordinance was to achieve a compromise between group homes wishing to locate in Hampton and the concerns of neighborhood residents regarding the concentration of group homes in particular areas of the City. This issue was identified as a potential impediment because the Fair Housing Act focuses on protecting the rights of the protected classes. However, the City has a duty to protect the rights of protected classes as well as the viability of neighborhoods. The Use Permit requirement for group homes with eight or more occupants allows the City to focus on what is good for the City as a whole (protected classes and neighborhoods). And as stated in the Fair Housing Analysis, the City of Hampton has several group homes and has never received a complaint regarding the siting of a group home. If this issue presents a problem in the future, the City will revisit the Zoning Ordinance.

Citizens Unity Commission (CUC)

The Citizens Unity Commission (CUC) is a Commission of the City of Hampton with twenty-one members appointed by City Council. The Commissioners reflect the racial, ethnic, and geographic composition of the city. The mission of the CUC is to proactively promote understanding and respect for the racial

and cultural diversity of the city. The Commission has developed a program that allows interaction among diverse groups and offers opportunities for honest dialogue. Its programs and activities address safety, judicial equity and intercultural communication.

The Citizens Unity Commission (CUC) has recently begun the Hampton Diversity College which is an eight-week course of multimedia, interactive diversity education. This course includes sessions on Diversity 101, Getting to Know and Value Yourself, Including Others, Acknowledging Prejudices, Connecting the Dots, and Getting to Know and Learn from Each Other. These classes are offered to Hampton citizens free of charge.

Hampton Redevelopment and Housing Authority (HRHA)
Hampton also affirmatively furthers fair housing in the programs administered with HRHA and is committed to fairness and equal opportunities for individuals and groups covered by the Fair Housing Act. The Hampton Redevelopment and Housing Authority has incorporated a Fair Housing Rights and Responsibilities component into the Homebuyer Workshops and a more aggressive marketing campaign of existing programs offered by the City and HRHA has been instituted.

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: VA36P017501-08 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008

☒ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☐ Performance and Evaluation Report for Period Ending: ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0			
2	1406 Operations	93,935			
3	1408 Management Improvements	83,935			
4	1410 Administration	93,935			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	55,000			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	0			
10	1460 Dwelling Structures	0			
11	1465.1 Dwelling Equipment—Nonexpendable	499,899			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	45,000			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1499 Development Activities	0			
19	1501 Collaterization or Debt Service	0			
20	1502 Contingency	67,650			
21	Amount of Annual Grant: (sum of lines 2 – 20)	939,354			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Signature of Executive Director	Date	Signature of Public Housing Director	Date
ELECTRONIC SUBMISSION PHA PLAN	9/19/07		

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: **VA36P017501-08** Replacement Housing Factor Grant No:	**Federal FY of Grant: 2008**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36P017001 North Phoebus	Install hard-wired smoke/carbon monoxide detectors	1465		64,250				
	Install water-efficient shower heads & faucet aerators	1465		12,512				
	Install water-saving toilets	1465		58,700				
VA36P017002 Lincoln Park	Install hard-wired smoke/carbon monoxide detectors (LR)	1465		140,607				
	Install hard-wired smoke/carbon monoxide detectors (HR)	1465		42,753				
	Install water-efficient shower heads & Faucet aerators (LR)	1465		21,581				
	Install water-saving toilets (LR)	1465		110,356				
	Replace fire alarm system in Community Center	1475		35,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: **VA36P017501-08** Replacement Housing Factor Grant No:	**Federal FY of Grant: 2008**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36P017004 Langley Village	Install hard-wired smoke/carbon monoxide detectors	1465		49,140				
HA Wide	Operations – 10% of total grant	1406		93,935				
	Administration – 10% of total grant	1410		93,935				
Mgmt Impr	Data Processing Upgrades - Hardware per revised needs assessment	1475		10,000				
	Management Improvements – as specified in revised needs assessment	1408		83,935				
	Fees/Costs A/E ($25,000) MOD Inspector ($30,000)	1430		55,000				
	Contingency – up to 8% of total grant	1502		67,650				

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: **VA36P017501-08** Replacement Housing Factor No:	**Federal FY of Grant: 2008**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36P017001 North Phoebus	07/18/2010			07/17/2012			
VA36P017002 Lincoln Park	07/18/2010			07/17/2012			
VA36P017004 Langley Village	07/18/2010			07/17/2012			
HA-Wide	07/18/2010			07/17/2012			

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R017501-08	Federal FY of Grant: 2008

☒Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no:)
☐Performance and Evaluation Report for Period Ending: ☐Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	20,847			
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	20,847			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Signature of Executive Director	Date	Signature of Public Housing Director	Date
ELECTRONIC SUBMISSION PHA PLAN	**9/19/07**		

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **VA36R017501-08**	**Federal FY of Grant: 2008**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36R017	Replacement Housing – First Increment of funding – (Lincoln Park Demo) funds will be used for replacement housing in accordance with RHF Plans/Dev Proposal	1499		20,847				

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **VA36R017501-08**	**Federal FY of Grant: 2008**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36R017	07/18/2010			07/17/2012			

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

PHA Name Hampton Redevelopment & Housing Authority				☒ **Original 5-Year Plan** ☐ **Revision No:**	
Development Number/Name/HA-Wide	Year 1 2008	Work Statement for Year 2 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 3 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 4 FFY Grant: 2011 PHA FY: 2011	Work Statement for Year 5 FFY Grant: 2012 PHA FY: 2012
	See Annual Statement				
VA36P017001 North Phoebus		0	0	0	0
VA36P017002 Lincoln Park		500,000	500,000	550,000	550,000
VA36P017004 Langley Village		0	0	0	0
HA-Wide		281,805	281,805	281,805	281,805
Fees/Costs		55,000	55,000	45,000	45,000
Relocation Costs		50,000	50,000	0	0
Contingency		52,549	52,549	62,549	62,549
CFP Funds Listed for 5-year planning	939,354	939,354	939,354	939,354	939,354
Replacement Housing Factor Funds LP – 1st Increment	20,847	20,847			

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

Activities for Year 1 2008	Activities for Year : 2 FFY Grant: 2009 PHA FY: 2009			Activities for Year: 3 FFY Grant: 2010 PHA FY: 2010		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	VA36P017002 Lincoln Park	Plumbing (Hi-Rise) Phase I	500,000	VA36P017002 Lincoln Park	Plumbing (Hi-Rise) Phase II	500,000
		Relocation Costs Phase I	50,000		Relocation Costs Phase II	50,000
	HA-Wide	Operation – 10% of total grant	93,935	HA Wide	Operations – 10% of total grant	93,935
Annual		Administration – 10% of total grant	93,935		Administration – 10% of total grant	93,935
Statement		Mgmt improvements – DP upgrades & work items per revised needs assessment	93,935		Mgmt improvements – DP upgrades & work items per revised needs assessment	93,935
		Fees/Costs A/E ($25,000) MOD Inspector ($30,000)	55,000		Fees/Costs A/E ($25,000) MOD Inspector ($30,000)	55,000
		Contingency – up to 8% of total grant	52,549		Contingency – up to 8% of total grant	52,549
		Total CFP Estimated Cost	$939,354			$939,354

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

Activities for Year : 4 FFY Grant: 2011 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2012 PHA FY: 2012		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
VA36P017002 Lincoln Park	Roofing Membrane (Hi-Rise)	250,000	VA36P017002 Lincoln Park	Roofing Membrane Phase I (Low-Rise)	550,000
	Replace Flooring (Hi-Rise)	300,000	HA Wide	Operations – 10% of total grant	93,935
HA Wide	Operations – 10% of total grant	93,935		Administration – 10% of total grant	93,935
	Administration – 10% of total grant	93,935		Mgmt improvements – DP upgrades & work items per revised needs assessment	93,935
	Mgmt improvements – DP upgrades & work items per revised needs assessment	93,935		Fees/Costs A/E ($15,000) MOD Inspector ($30,000)	45,000
	Fees/Costs A/E ($15,000) MOD Inspector ($30,000)	45,000		Contingency – up to 8% of total grant	62,549
	Contingency – up to 8% of total grant	62,549			
	Total CFP Estimated Cost	$939,354			$939,354

HRHA – 2008 PHA PLAN ATTACHMENT VA017e01

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

Substantial deviations or significant amendments or modifications are defined as follows:

(a) Discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

(b) 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 Program.

(c) Additions of new activities not included in the current PHDEP plan.

(d) Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Items b, c and d are defined by HUD in PIH Notice 99-51 issued 12/14/99. Exceptions to these items 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 HUD.

HRHA – 2008 PHA PLAN ATTACHMENT VA017f01
Implementation of Public Housing Resident Community Service Requirements

Hampton Redevelopment and Housing Authority incorporated the Twelve Month Lease and Community Service Requirement provisions into its Admission and Continued Occupancy Policy and Public Housing Lease to be effective upon the final rule, notwithstanding any other provision of the law. See Chapter 15 of the ACOP.

Staff attended Resident Council meetings in each community to explain the new law and its repercussions.

All adult Public Housing residents are required to sign the lease addendum "Twelve Month Lease Term and Community Service Requirement" which outlines Section 512 of QHWRA, requirements, exemptions, noncompliance action, remedy, types of acceptable community service, and the annual determination. Each family has had the new requirement explained in detail before signing the lease addendum.

The forms and tools needed for claiming exemption, reporting and tracking have been developed.

A list of suitable volunteer activities has been developed, with emphasis placed upon community services performed within the Public Housing communities, such as Resident Council participation and recreation center activities.

Cooperative agreements with partner agencies have been developed.

Full implementation will start with the fiscal year beginning January 1, 2001.

Note: As required by HUD, residents were notified on February 7, 2002 that the Community Service Requirement provision of the Public Housing Lease was suspended. On February 28, 2003 residents were notified that the community service requirement was reinstated.

Chapter 10

PET POLICY

INTRODUCTION

This addendum explains the PHA's policies on the keeping of pets and any criteria or standards pertaining to the policy. The rules adopted are reasonably related to the legitimate interest of this PHA to provide a decent, safe and sanitary living environment for all tenants, to protecting and preserving the physical condition of the property, and the financial interest of the PHA.

For the purpose of this policy, pets are common, domesticated household pets such as dogs, cats, fish, birds, and small rodents such as hamsters. This definition excludes all insects, reptiles, large rodents, and exotic animals.

Residents will comply with the dwelling lease, which requires that no animals or pets, other than fish, birds, small rodents such as hamsters and registered dogs and cats, are permitted on the premises. This does not apply to animals that are used as service animals to assist persons with disabilities. Nothing in this policy or the dwelling lease limits or impairs the right of persons with disabilities to own animals that are used to assist them.

Pets that are not owned by a tenant are not allowed on the premises. Residents are prohibited from feeding or harboring stray animals. This rule does not apply to visiting pet programs sponsored by the humane society and/or other non-profit organizations, and approved by the PHA.

A. MANAGEMENT APPROVAL OF PETS

Types of Pets Allowed

1. **Dogs: MUST BE REGISTERED WITH MANAGEMENT**
   Maximum number: 1
   Maximum adult weight: 25 pounds
   Must be housebroken
   Must be spayed or neutered
   Must have all required inoculations
   Must be licensed as specified now or in the future by State law and local ordinance

2. **Cats: MUST BE REGISTERED WITH MANAGEMENT**
   Maximum number: 1
   Must be spayed or neutered
   Must have all required inoculations
   Must be trained to use a litter box or other waste receptacle
   Must be licensed as specified now or in the future by State law or local ordinance

3. **Birds: Registration not required**
   Maximum number: 2
   Must be enclosed in a cage at all times

4. **Fish: Registration not required**

Maximum aquarium size: 20 gallons

5. **Rodents: hamster, or gerbil ONLY; registration not required**
   Maximum number: 2
   Must be enclosed in an acceptable cage at all times
   Must have any or all inoculations as specified now or in the future by State law or local ordinance

B. PETS TEMPORARILY ON THE PREMISES

No pets are allowed to visit. This rule excludes visiting pet programs sponsored by a humane society or other non-profit organization. If an approved pet gives birth to a litter, the resident must remove all pets, with the exception of the original number allowed, immediately after weaning.

C. REGISTRATION OF PETS

Cats and dogs must be registered with the PHA before they are brought onto the premises. Registration includes:

1. Certificate signed by a licensed veterinarian or State/local authority that the pet has received all inoculations required by State or local law, and that the pet has no communicable disease(s) and is pest-free.

2. Certification the animal has been spayed or neutered.

3. Current license for the pet in compliance with local ordinances and requirements.

4. Execution of a Pet Authorization agreement with the PHA stating the conditions and requirements the tenant must comply with to keep a pet on the premises.

5. Payment of a security deposit in the amount of $250.00.

Approval to keep the pet on the premises shall not be given until the completion of these requirements.

D. REFUSAL TO REGISTER PETS

The PHA may not refuse to register a pet based on the determination that the pet owner is financially unable to care for the pet. If the PHA refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and shall be served in accordance with HUD Notice requirements.

The PHA will refuse to register a pet if:

1. The pet is not a *common household pet* as defined in this policy;

2. Keeping the pet would violate the Pet Policy standard or any local ordinances;

3. The pet owner fails to comply with all the pet registration requirements;

4. The PHA reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's

temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with provisions of the lease.

The notice of refusal may be combined with a notice of a pet violation.

E. PERSONS WITH DISABILITIES

Pet standards will not be applied to service animals that assist persons with disabilities. The resident/pet owner will be required to qualify animals (for exclusion from the pet policy) who assist persons with disabilities. Example below.

To be excluded from the pet policy, the resident/pet owner must certify:

That there is a person with disabilities in the household;
That the animal actually assists the person with the disability.

F. ADDITIONAL FEES AND DEPOSITS FOR PETS

The resident/pet owner shall be required to pay a refundable deposit of $250.00 (not applicable to service animals assisting person with a disability) for the purpose of defraying all reasonable costs directly attributable to the presence of a dog or cat.

The payment of $250.00 is due on or prior to the date the pet is properly registered and brought into the apartment. The pet deposit is subject to the same regulations as a rental security deposit as defined in *55-248.11.* of the *Virginia Landlord Tenant Act.*

The PHA reserves the right to change or increase the required deposit by amendment to these rules.

A separate pet waste removal charge of $30.00 per occurrence will be assessed against the resident for violations of the pet policy.

All reasonable expenses incurred by the PHA as the result of damages directly attributable to the presence of the pet will be the responsibility of the resident, including but not limited to:

The cost of cleaning, repairs and replacements to the dwelling unit or common areas frequented by the pet, including pet waste removal;

Any unit and adjacent areas occupied by a dog or cat, may be fumigated and treated for fleas. If the tenant is in occupancy when such costs occur, the tenant shall be billed for such costs as a current maintenance charge as defined in the lease.

If such expenses occur as the result of a move-out inspection, they will be deducted from the pet deposit. The resident will be billed for any amount which exceeds the pet deposit. In cases in which a pet deposit has not been paid, such expenses will be treated as damage beyond fair wear and tear.

The pet deposit will be refunded when the resident moves out or no longer has a pet on the premises, whichever occurs first.

G. ALTERATIONS TO UNIT

Residents/pet owners shall not alter their unit, patio, premises or common areas to create an enclosure for any animal.

H. PET RESTRICTIONS

Pet owners must agree to control the pet so that it does not create a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises. This includes, but is not limited to loud or continuous barking, howling, yowling, whining, screeching, scratching, or other such activities.

Pets must be maintained within the resident's unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash or carried and under the control of the resident or other responsible individual at all times. Pets are not allowed to be left outside the premises unattended.

Pets are not permitted in common areas including lobbies, community rooms and laundry areas except for those common areas which are entrances to and exits from the building.

Pets are not permitted to urinate or defecate in public areas, other than in exercise areas.

The PHA shall have the right to have any pet immediately removed from the premises should it be creating a constant nuisance, be abandoned or inflict bodily harm on another resident, guest or PHA employee, or display a vicious nature.

I. CLEANLINESS REQUIREMENTS

Litter Box Requirements. All animal waste or the litter from litter boxes shall be picked up immediately by the pet owner, disposed of in sealed plastic trash bags, and placed in a trash bin.

Litter shall not be disposed of by being flushed through a toilet.

Litter boxes shall be stored inside the resident's dwelling unit.

Removal of Waste From Other Locations. The Resident/Pet Owner shall be responsible for the removal of waste from the exercise area by placing it in a sealed plastic bag and disposing of it in an outside trash receptacle.

The resident/pet owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.

J. PET CARE

No pet (excluding fish and birds) shall be left unattended in any apartment for a period in excess of 9 hours.

All residents/pet owners shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet.

Residents/pet owners must recognize that other residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals. Pet

owners must agree to exercise courtesy with respect to other residents.

K. RESPONSIBLE PARTIES

The resident/pet owner will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

L. PET RULE VIOLATIONS

Pet Rule Violation Notice

If a determination is made on objective facts supported by written statements, that a resident/pet owner has violated the Pet Policy, written notice will be served.

The Notice will contain a brief statement of the factual basis for the determination and the pet policy (ies) which were violated. The notice will also state:

1. That the resident/pet owner has 5 business days from the date of the notice to request an informal grievance hearing to discuss the violation with the manager;

2. That the resident/pet owner's failure to correct the violation, request a meeting, or appear at a requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

If the pet owner requests a meeting within the 5 business day period, the manager will schedule an informal hearing within 7 calendar days of receipt of the request for a grievance.

M. NOTICE FOR PET REMOVAL

If the resident/pet owner and the PHA are unable to resolve the violation at the meeting or the pet owner fails to correct the violation in the time period allotted by the PHA, the PHA may serve notice to remove the pet.

The Notice shall contain:

1. A brief statement of the factual basis for the PHA's determination of the Pet Policy that has been violated;

2. The requirement that the resident /pet owner must remove the pet within 21days of the notice; and

3. A statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

N. TERMINATION OF TENANCY

The PHA may initiate procedures for termination of tenancy based on a pet rule violation if:

The pet owner has failed to remove the pet or correct a pet policy violation within the time period specified; and

The pet policy violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

O. PET REMOVAL

If the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the owner unable to care for the pet, (includes pets who are poorly cared for or have been left unattended for over 9 hours), the situation will be reported to the Responsible Party designated by the resident/pet owner.

If the responsible party is unwilling or unable to care for the pet, or if the PHA after reasonable efforts cannot contact the responsible party, the PHA may contact the appropriate State or local agency and request the removal of the pet.

P. EMERGENCIES

The PHA will take all necessary steps to insure that pets which become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate State or local entity authorized to remove such animals.

<u>HRHA – 2008 PHA Plan Attachment VA017h01</u>
Resident Membership on the PHA Governing Body

On Wednesday, February 28, 2007, the members of Hampton City Council approved action to adopt an Ordinance to Repeal Non-Coded Ordinance No. 239, (adopted June 24, 1976) Designating the Council of the City of Hampton, Virginia, as the Hampton Redevelopment and Housing Authority Board and to appoint a citizen board. At their meeting on Wednesday, May 23, 2007, the Hampton City Council appointed seven citizens to the Board of Commissioners; one appointed member is a resident of public housing with the Hampton Redevelopment and Housing Authority.

Public Housing resident, Ms. Kathleen Gooden, 134 Cameron Street, Hampton, VA 23663 was selected by City Council to serve a one year term on the Board of Commissioners. Once her term expires, City Council will either re-appoint Ms. Gooden or appoint another resident to serve a four year term.

HRHA – 2008 PHA PLAN ATTACHMENT VA017i01

Membership of the Resident Advisory Board for the Hampton Redevelopment and Housing Authority

Sylvia Hollingsworth
Langley Village Resident Council
64 Foley Street
Hampton, VA 23669

Kathleen Gooden
North Phoebus Resident Council
134 Cameron Street
Hampton, VA 23663

Stacey Henderson
Section 8 Participant
13 Overbrooke Place
Hampton, VA 23669

Ruby Holloman
Lincoln Park Low Rise Resident Council
1135 LaSalle Avenue #37
Hampton, VA 23669

HRHA – 2008 PHA PLAN ATTACHMENT VA017j01
Resident Advisory Board Recommendations/Review Process

The Hampton Redevelopment and Housing Authority has engaged in the following process to seek resident and public comments on our Public Housing Agency Plans (PHA Plans).

A Resident Advisory Board was established to assist with the development of the Agency Plan. This Board is comprised of three Public Housing Resident Council presidents and one participant from our Section 8 Program. One housing community had no acting president during this time period and provided no representative to this process.

Housing Authority staff and the Resident Advisory Board met on June 28, 2007, the initial meeting to welcome new members and to discuss the PHA Plan process and update for FY 2008.

Housing Authority staff and the Resident Advisory Board met on July 19, 2007 and August 30, 2007 to continue updating the PHA Plan for FY 2008.

Housing Authority staff published a notice in the Daily Press Newspaper on July 22, 2007 announcing the availability of the PHA Plans for review and the date, time, and place for the public hearing. Notices were also posted at all office locations. Copies of proposed updates to the Admissions and Continued Occupancy Policy (ACOP) (to include the dwelling lease) were mailed to all public housing residents on August 1, 2007.

Housing Authority staff consulted with staff in the City of Hampton's Neighborhood Office to develop the PHA Plan.

Housing Authority staff provided a copy of the PHA Plan to the City Manager for review and comment. The City Manager signed a certification stating the 2008 PHA Plan is consistent with the City of Hampton's Consolidated Plan.

On September 19, 2007 the Board of Commissioners for HRHA conducted a Public Hearing to receive and address comments concerning the PHA Plans. Staff gave a presentation on the components of the PHA Plans and updates for FY 2008. No comments were received during the public hearing.

MISSIONS & Goals

January 1, 2007
With Updates through May 31, 2007
(Updates through year end not available for 10/15/07 PHA plan submission deadline)

Mission 1. Develop and Nurture Healthy Neighborhoods and Business Districts

Goal 1. Revitalize and Stabilize Residential Neighborhoods

Objective 1. Rehabilitate single family dwellings.

DEV	a.	Acquire four residential homes and create design plans for rehabilitation.	Acquired six residential homes; creating design plans for rehabilitation on five of the homes. In the process of rehabilitating 81 Joynes Road; rehabilitation by the Construction Department is scheduled to be completed by summer 2007.
DEV	b.	Put all HRHA-owned rehab homes under contract before end of construction.	Began rehabilitation of one home.
DEV	c.	Present recommendations for changes to deferred rehab program to Board of Commissioners.	Prepared recommendations to present to the Board of Commissioners in July.
DEV	d.	Process at least 36 applicants for owner-occupied rehab assistance.	Processed twenty applications to date; ten were submitted to the Board for approval.
CON	e.	Create design plans for HRHA rental properties as needed.	In the process of performing specific renovations at 1257 N. King Street; work is scheduled to be completed by June 11.

Objective 2. Remove blight and develop vacant lots to their maximum potential.

DEV	a.	Complete the eight new single family homes started at the end of 2006.	Sent lot information and house plans to the Construction Department; began construction on seven homes in Park Place and Wythe. Obtained Certificates of Occupancy on the following homes: 216 Lincoln Street, 314 Lincoln Street, 320 Lincoln Street, 240 Union Street, and 356 Union Street.
DEV	b.	Finalize predevelopment activities on an additional eight homes.	Began construction on the following homes with a projected completion date of December 2007: 622 Ellington Avenue, 648 Ellington Avenue, 1319 Quash Street, 660 Greenbriar Avenue, 638 Vaughan Street, 718 Hemlock Avenue, and 628 Birch Avenue.

DEV	c.	Obtain five buildable lots for new construction; coordinate Design Review of house plans with the Planning Department.	Began work on plan finalization, specifications, and the creation of bid packages on the following homes: 250 Union Street, 252 Union Street, 318 Union Street, 320 Union Street, 322 Union Street, 342 Lincoln Street, and 355 Queen Street.
DEV	d.	Acquire blighted lots in City Master Plan areas and other target areas.	Identified seven blighted lots in the City Master Plan areas and other targeted areas as well as numerous properties located elsewhere. Properties pending approval for purchase.

Objective 3. Promote Homeownership.

S8	a.	Close at least five Section 8 home sales.	
S8 DEV	b.	Increase awareness and interest in purchasing homes through outreach with home fairs, marketing, etc.	Held two homebuyer workshops in partnership with HomeWorks; four more are planned.
DEV	c.	Create a Workforce Housing Program to assist City and Authority employees in buying homes in Hampton.	
DEV	d.	Conduct eight pre- and post-homeownership workshops.	Conducted eight pre- and post-homeownership workshops. Worked with Virginia Housing Development Authority to create the HRHA Homebuyer's Club; the first club meeting was held April 10.
DEV	e.	Maintain certification for three staff to conduct Virginia Housing Development Authority (VHDA) Homeownership Workshops.	Maintained certification for two staff with the third staff member scheduled for recertification later in the year.
DEV	f.	Obtain mortgage allocation from VHDA under the SPARC program; exceed previous $750,000 of SPARC money used.	Allocated over $4 million in SPARC money to-date.
DEV	g.	Implement HUD-approved changes to FSS Homeownership Plan.	Created an Addendum to the HUD homeownership family obligations that included HRHA program requirements; increased the program size from five to twenty-five; added restriction on refinancing with payout to three years purchase.

Objective 4. Solicit and support partners to revitalize and stabilize residential communities.

DEV	a.	Recruit two new Community Housing Development Organizations (CHDOs) and submit to City for certification.	Certified Queen Street Beacon at the Crossroads as a CHDO to operate in the City of Hampton. Assisted Malachi House International with completing their CHDO application. Distributed CHDO information to non-profit organizations and responded to requests for information from investors interested in organizing as a non-profit.

DEV	b.	Partner with existing CHDOs to build or rehabilitate three residential homes.	Partnered with existing CHDOs to build or rehabilitate residential homes to be sold to low-income homebuyers, as follows: ❖ Community Housing Partners (CHP) rehabilitated and sold one home on West Avenue, one home on West Avenue is currently under contract, and they are in the process of rehabilitating homes on West Avenue and Chapel Street. ❖ Peninsula Community Development Corporation (PCDC) partnered with Habitat for Humanity to build homes and has sold one home on Old Point Avenue. ❖ Home Away From Home received funding to acquire and rehabilitate a home. ❖ Peninsula Community Homes (PCH) completed the design work to build Brogden II, a facility which will provide rental housing for six mentally challenged adults.
DEV	c.	Promote development of new homes in Olde Hampton.	Promoted development of new homes in Olde Hampton through direct marketing in target neighborhoods, open houses, e-mail, newspaper advertisements, and multiple listing service.

Objective 5. Develop quality-built and well-designed single family homes.

DEV	a.	Increase house plan inventory to include a plan for a physically disabled homebuyer.	Increased house plan inventory to include a plan from Hampton University.
DEV	b.	Perform predevelopment activities to build a home for a physically disabled homebuyer.	Identified a lot on Shell Road for construction in late 2007.

Goal 2. Redevelop, Revitalize and Stabilize Commercial and Multi-Family Properties

Objective 1. Manage/Maintain Commercial Properties.

NPH	a.	Provide quality maintenance services to commercial properties.	Provided scheduled maintenance for the Melrose and Armistead Building, as follows: ❖ Quarterly servicing of air conditioning units (last serviced February 2007). ❖ Annual inspection of fire extinguishers (last inspected February 2007). ❖ Regular servicing of elevators (last serviced March 2007). Completed thirty-nine work orders on commercial properties.

DEV	b.	Work with the City to find combined site for HRHA professional offices.	Identified three locations and are currently performing an internal feasibility study.
DEV	c.	Work with Neighborhood Office to create a development plan for multifamily housing in Olde Hampton.	In the process of working with the Neighborhood Office to create and implement a development plan for multifamily housing in Olde Hampton.
DEV	d.	Acquire and rehabilitate or redevelop multifamily properties in coordination with City Master Plans.	In the process of identifying multifamily properties to rehabilitate or redevelop in coordination with the City Master Plans.
DEV	e.	Present four commercial or multifamily properties to Authority and City staff for redevelopment.	In the process of identifying commercial/multifamily properties to either rehabilitate or redevelop in coordination with the City Master Plans.
CON	f.	Acquire and rehabilitate or redevelop commercial properties in coordination with City Master Plans.	In the process of working with HRHA's Property Manager and the City of Hampton's Codes and Compliance Department to coordinate the selected demolition of a sub-standard warehouse at 201 Colbert Street. Work is scheduled to begin in June.

Mission 2. Be the Preferred Provider of Affordable Rental Housing

Goal 1. Manage, Maintain, Increase and Upgrade Existing Authority-Owned Housing Stock

Objective 1. Improve curb appeal.

PM	a.	Monitor groundskeeping service contract for compliance with guidelines.	Monitored grounds at North Phoebus and Langley Village based on contract; conducted weekly grounds inspections during grass growing season. Monitored grounds weekly at Monterey, Shell, Langley Village II, Grant Circle, Roads View, King Street, and Claremont Avenue. Monitored grounds at Lincoln Park to ensure contract compliance.
PM	b.	Encourage tenant responsibility for outside living space appearance by charging for trash pick up.	Sent notices to residents as a reminder of their responsibility. Continued to charge for repeated violations.

PM	c.	Perform routine exterior inspections and annual inspections for regulatory compliance.	Inspected thirty-seven buildings in North Phoebus and performed seventy-six annual unit inspections; inspected ten buildings in Langley Village and performed eighty-two annual unit inspections. Inspected six buildings in Lincoln Park and performed one hundred seventy-one annual unit inspections. Inspected six buildings in non-public housing properties and performed thirty-one annual unit inspections.

Objective 2. Support Safe Neighborhoods.

PM	a. Maintain site lighting.	Contracted for one pole repair in North Phoebus; repaired light poles in Langley Village through work orders; and changed all lighting at Lincoln Park. Staff and foot patrol officers monitor and report any deficiencies.
PM	b. Conduct stringent lease enforcement.	Shell Gardens: Sent two warning letters. Lincoln Park: Conducted one hundred seventy-one housekeeping inspections, conducted twenty-four follow-up housekeeping inspections, sent eight warning letters, fifty-nine lease termination, six drug activity terminations, one violent criminal activity termination, five evictions for drug activity, and two evictions for non-payment of rent. North Phoebus/Scattered sites: Sent two warning letters, ten lease terminations with twenty-one day remedy, two terminations for drugs, and one eviction for non-payment Langley Village: Nine lease terminations with twenty-one day remedy.
OCC	c. Conduct thorough applicant screening.	Obtained Virginia State Police reports and searched national sex offender registry on all adult household members that go through the interview process to determine final eligibility. Scheduled three hundred twenty-six applicants for interviews with results as follows: ❖ One hundred eleven applicants attended interviews; ❖ Forty-five applicants rescheduled interviews; ❖ One hundred seventy were no shows/withdrawn. Reviewed two hundred forty files with results as follows: ❖ Ninety-one ineligible; ❖ Ninety-one missing information and still in process; ❖ Fifty-eight eligible - twenty-one refused and thirty-seven accepted moved in. Processed eleven applications and leased five units in non-public housing.

PM	d.	Strengthen relationships with city police department, residents, and other agencies.	Sponsored two resident meetings with Peninsula Work Link; conducted parents meeting in North Phoebus with 61% in attendance; attended Resident Council meetings; and communicated with Police on-site and through the Crime Prevention Coordinator. Networked with local agencies and organizations such as Regional Literacy Council, Office of Human Affairs, Community Builder's Network, Alternatives, Protect Our Kids, Violence Assessment Prevention Team, Communities That Care Initiative, Emergency Preparedness Demonstration Team, Hampton Citizen's Unity Commission, Hampton-Newport News Department of Social Services, Community Services Board, and Peninsula Agency on Aging.
PM	e.	Encourage residents to form neighborhood watch programs.	Encouraged residents to start a Neighborhood Watch Program at Lincoln Park. The Resident Council at Lincoln Towers began recruitment for starting up the Resident Patrol Program.

Objective 3. Upgrade facilities.

CON	a.	Install new playground equipment at Lincoln Park.	Scheduled to begin installation of equipment on July 9; work is scheduled to be completed by July 30.
CON	b.	Refinish exterior siding at Langley Village Apartments.	Bids were opened on May 31. A contract should be awarded in June.
CON	c.	Replace existing flooring at Langley Village Apartments.	Project in CFP 07 budget; has not yet been approved by HUD. Work is scheduled for fall 2007.
CON	d.	Begin the process of replacing the plumbing infrastructure at North Phoebus Townhouses.	Held meeting with DJG, Inc., April 26 to begin the planning and design aspects of the project. Project scheduled to be bid early fall 2007.
CON	e.	Complete an office expansion project at 811 West Pembroke Avenue.	Completed, with the Construction Department and the Section 8 inspectors relocating to that location.
PM	f.	Perform quality control inspections to ensure quality work performance.	Performed ninety-six quality control inspections in Lincoln Park.
PM	g.	Perform quality assurance inspections to ensure customer satisfaction.	Performed ninety-six quality assurance inspections for public housing.
PM	h.	Perform vacate inspections to ensure quality turnaround on vacancies.	Performed thirty-three vacate inspections in Lincoln Park, five in Langley Village, one in North Phoebus, and five in non-public housing properties.
CON	i.	Construct a front entrance canopy on Lincoln Park's High Rise.	Completed.

CON	j.	Develop plans for a free standing garage at Lincoln Park to house the trash vacuum, scooters, and lawn cutting equipment.	Delayed until all of the aspects of HUD's Property Asset Management has been finalized.
CON	k.	Start the process of refinishing the exterior facades at Lincoln Park.	Removed project from the current five year Capital Plan.
CON	l.	Replace gutters with rain diffusers at Lincoln Park Low-Rise and Langley Village Apartments.	Scheduled to begin project on June 4.
CON	m.	Complete the structural support project for five concrete balcony/landings at Langley Village Apartments.	Completed.
CON	n.	Repair the concrete surfaces of selected corridor landings at Langley Village apartments.	Currently soliciting bid proposals for the repair of one balcony landing.
CON	o.	Paint the interiors of the apartment unit's at Langley Village.	Project should go to bid in late June.
CON	p.	Refurbish one apartment unit at North Phoebus Townhouses to be ADA compliant to meet 504 requirements.	Currently working with an A & E firm to develop plans and specifications.
CON	q.	Solicited an RFP for A&E services on an Indefinite Quantity Contract.	Complete; contract awarded to DJG, Inc.
CON	r.	Install water saving toilets, shower heads and aerators at North Phoebus Townhouses.	Noted actions in the Authority's recent Energy Audit and will help Utility Energy Conservation Guidelines. The planning and implantation will coincide with the North Phoebus replacement plumbing project.
CON	s.	Install water saving shower heads and aerators at Lincoln Park Low-Rise.	Noted actions in the Authority's recent Energy Audit and will help Utility Energy Conservation Guidelines. The planning and implantation will coincide with the North Phoebus replacement plumbing project.
CON	t.	Repair corrupted underground electrical cable for 22 existing site lighting poles at Lincoln Park.	Completed.

Objective 4. Maintain Housing Program Compliance with regulatory bodies.

NPH	a.	Administer tax credit program guidelines as they apply to eligibility and compliance.	National Equity Fund (NEF) conducted one file review of the tax credit properties, incomplete as of May 1. VHDA conducted a file audit for the Hampton Adult Transition Center on March 13; center rated satisfactory. Conducted forty re-certifications. Average turn around days were as follows: ❖ Monterey – six days. ❖ Shell Gardens – nine days. Average work order turnaround time: ❖ Monterey – three days. ❖ Shell Gardens – three days. Continued to maintain and transfer all verified information in Elite and WCMS to Virginia Housing Development Authority.
PM S8 OCC	b.	Maintain public housing and Section 8 applicant and participant files in a manner prescribed by HUD, VHDA, and financial auditors.	Ongoing; conducted thirteen interims and fifty-six recertifications for North Phoebus; conducted six interims and seventy-nine annual recertifications for Langley Village; completed one hundred twenty-one annual re-certifications and seventy-eight interim certifications for Lincoln Park Confirmed with all prior adults the keeping of Section 8 applicant and participant files as prescribed by HUD, VHDA and financial auditors. The files continue to be kept in this same manner. Compiled the documents for SEMAP indicators on Rent reasonableness and Income calculations; files are ready for the auditors visit.
PM S8 OCC	c.	Remain current in the understanding of federal, state, and local fair housing laws.	Seven Public Housing staff attend HUD sponsored Fair Housing Conference; the Lincoln Park Property Manager received Accredited Resident Manager designation awarded through the Institute of Real Estate Management (IREM); three Section 8 staff members attended a Fair Housing Workshop; two staff attended VAHCDO sponsored Section 8 Housing Choice Voucher Program Quality Control and Audit Tools training; and three staff attended the VAHCDO annual meeting.

Objective 5. Exceed mandated standards in providing public housing assistance.

PM OCC	a. Maintain twenty or less vacancy turnover days.	Maintained vacancy turnover days as follows: ❖ North Phoebus: two units leased, twenty-two days average year to date. ❖ Langley Village: six units leased, twelve days average year to date. ❖ Lincoln Park: Eleven units leased, twenty-one days average year to date. ❖ Lincoln Towers: Twenty-seven units leased, forty-two days average year to date. Leased all units in Public Housing as of May 1. Handed out forty applications in Langley Village's office. Established and maintained a tenant pool to enable Occupancy to assign units upon notice given, thus reducing the number of vacancy days for Occupancy to one to two, depending on the coordination with the maintenance expected ready date. Currently there are two eligible elderly, a two-bedroom and a three-bedroom (requires one level downstairs unit) that are in the waiting pool.
OCC	b. Conduct outreach quarterly to elderly and disabled families city-wide for designated housing community.	Updated outreach list. Contacted agencies quarterly by telephone to provide applications and brochures for interested elderly and disabled families. Attended the Age and Abilities Expo held May 4-5 at the Hampton Convention Center.

Objective 6. Operate each assisted housing community on an independent project-based basis in accordance with HUD regulations.

ALL	a. Implement recommendations of consultants.	Decentralized Public Housing recertification function, annual inspections and quality assurance/quality control functions and the Section 8 Inspection Department will handle all rent reasonable requests and documentation effective March 30. Revised RFTA procedure to minimize time to schedule inspections and review rents. Supported HRHA's stop-loss submittal kit through the coordination of the required recent Physical Needs Assessment and Energy Audit. Completed a current Public Housing five year Capital Plan. Took on the supervision of additional staff in the form of HRHA's mechanical specialist. Maintained and tracked accurate project budgets while following all of HUD's procurement procedures. Finance Department implemented all recommendations from consultants. Human Resources and Administration implemented all recommendations from the consultants. Implemented public relations campaign to update Board of Commissioners, Housing Operations Advisory Committee, Resident Council Presidents, and staff on the progress of conversion to asset management. Added section to the monthly reports to the Board to address Asset Management. Sent copies of the reports to the Board to Resident Council Presidents and members of the Housing Operations Advisory Committee. Executive Director also provided updates in Informational Memorandums to the Board. Implemented and distributed Asset Management questions and answers to staff in staff news letter and at general staff meetings. The Executive Director and FOCUS Group prepared a list of questions and answers to explain Asset Management. The questions and answers were distributed with the employee newsletters.

Objective 7. Research options to increase the quality and supply of rental housing.

DEV	a.	Investigate the option of implementing a Section 8 project based voucher program in HRHA's public housing.	
DEV	b.	Investigate Tax Credit, Section 202 and Federal Home Loan Bank funds to improve quality of affordable housing.	Researched options; further action is pending selection of sites; working with consultant on Tax Credit application for 2008.
DEV	c.	Present staff recommendations for rental housing to Redevelopment Advisory Committee.	

Goal 2. Administer a Section 8 Tenant Based Program

Objective 1. Utilize all available funds.

S8	a.	Lease all funded Housing Choice Vouchers.	Leased an average of two thousand ninety-nine vouchers, representing 94% of subsidy received January 1 through May 1.
S8	b.	Approve rental increase requests when determined reasonable.	Reviewed and approved seven hundred thirty-one documented rental requests in through May 1.
S8	c.	Maintain wait list to ensure an available pool of eligible applicants for voucher issuance.	Four thousand five hundred twenty nine applicants on the wait list of May 1. Forty-five are in the process of determining final eligibility, eighty additional applicants have been scheduled an appointment to determine eligibility.

Objective 2. Increase the quality of housing through enforcement of Housing Quality Standards and correct rent reasonableness determination.

S8	a.	Require landlord briefings for all new landlords to the Section 8 Program.	Nineteen new landlords attended briefings as of May 1.
S8	b.	Offer landlord briefings once a quarter for current landlords.	Three current landlords attended briefings as of May 1.
S8	c.	Hold an annual landlord breakfast.	Postponed annual breakfast due to budgetary constraints.
S8	d.	Require all landlords to list properties on gosection8.com	One hundred twenty-one of six hundred and forty-seven landlords have registered as of May 1.
S8	e.	Offer pre-rent reasonable review for landlords to negotiate rents in advance.	Negotiated eighty-two contract rents as of May 1.

Objective 3. Communicate program requirements effectively to participants.

S 8	a.	Conduct pre-mover briefings.	Conducted pre-movers briefings every two weeks with an average attendance of ten participants each.
S 8	b.	Create a Section 8 Program brochure to include in applicant briefing packets.	Created a moving process brochure which is made available for all participants that which to move.

Goal 3. Comply with Fair Housing Laws

Objective 1. Provide training on applicable laws.

S 8 P M O C C	a.	Provide opportunity for annual training to staff and Section 8 landlords on Fair Housing Laws and the Americans with Disabilities Act as available.	Provided training as follows: Five Public Housing staff and three Section 8 staff attended HUD sponsored Fair Housing Conference on April 10; the Lincoln Park Property Manager received Accredited Resident Manager designation awarded through the Institute of Real Estate Management (IREM); and three Section 8 staff members attended a Fair Housing Workshop on April.

Mission 3. Present Opportunities to Residents of Authority-owned Housing and Other Program Participants to Maintain/Achieve Self-Sufficiency and Independence

Goal 1. Provide Linkages to Educational Training, Employment and Business Opportunities

Objective 1. Pursue and implement appropriate grant and non-grant funding.

A L L	a.	Investigate need for grants.	Resident Services staff is in the process of currently reviewing two ROSS Grants available for funding through HUD's SuperNOFA. Community Builder's Network has been awarded funding for the Communities That Care Initiatives, which provides services to Lincoln Park residents.

Goal 2. Provide Linkages for Residents to Programs that Enhance the Quality of Family Life

Objective 1. Utilize community programs and partnerships to improve the quality of family life.

P M	a. Coordinate the delivery of college financial aid information to residents.	Posted flyers and information packages provided by the Family and Youth Program Coordinator in North Phoebus Community Center. Youth Services Coordinator met with area high school counselors and residents and advised students of availability of financial aid. Staff continued to partner with E.L. Hamm and VAHCDO to provide scholarship opportunities for residents. Received two applications for the VAHCDO Scholarship Program.
P M	b. Develop new and strengthen existing partnerships with community service agencies.	Maintained weekly contact with the North Phoebus Community Center staff; sponsored two resident meetings with Peninsula WorkLink. Continued to work with 4H and Community Builder's Network to bring quality programs to Lincoln Park residents. Twenty-five youth are currently participating in the 4H program. Fifty residents received training through the CO-OP II Program. Six youth participated in the YOUTHINK Program. Staff served on committees for the following agencies: Hampton Department of Social Services Hampton Public Schools Regional Literacy Council Hampton City's Unity Commission SCORE Hampton Youth Coalition (YouthLink) Hampton-Newport News Community Service Board Community Builder's Network Family Preservation Services Virginia Cooperative Extension Office of Human Affairs' Policy Council Peninsula Agency on Aging Protect Our Kids Communities That Care Initiative Hampton's Emergency Preparedness Demonstration Team
P M	c. Monitor the fulfillment of the City's commitment to hire residents per the Pine Chapel property sale.	Monitored fulfillment of the City's commitment to hire residents per the Pine Chapel property sale agreement with the City to-date meeting 66% of the $1.6 million goal.

PM	d.	Make appropriate referrals to programs as a requirement to remedy lease violations.	Continued to refer families to appropriate programs to remedy lease violations. Staff continued to review, recommend, and refer cases of families involving domestic violence or abuse to Protect Our Kid's Violence Assessment and Planning Team (VAPT).
S8	e.	Coordinate the FSS Program.	Section 8: Enrolled seven new participants; conducted twelve annual reviews; completed all escrow computations; coordinated one home purchase and two pre-purchases; held five Financial Management Workshops in partnership; attended two Coordinating Services Training and Networking Workshops. Public Housing: No activity

Objective 2. Improve effectiveness of resident communication.

PM	a.	Produce a quarterly newsletter for public housing residents.	Distributed four informational memos to North Phoebus residents; two memos have been distributed to Langley Village residents. Prepared and issued quarterly newsletter to Lincoln Park residents.
PM	b.	Conduct monthly meetings with resident council officers.	Met with resident council officers on the fourth Thursday of each month.
PM	c.	Conduct quarterly training with resident council officers.	Staff conducted training on Roberts Rules for proper protocol for meetings.
PM	d.	Implement the annual HUD Resident Survey.	Survey was not conducted by HUD in 2006; HUD has indefinitely postponed the survey for 2007.

Objective 3. Coordinate the delivery of available services to enable elderly/disabled residents to continue to live independently.

PM	a.	Complete uniform assessment instrument in order to make referrals to other agencies.	Completed ten Uniform Assessment Instruments (UAI's) to make the referral process easier for elderly/disabled residents.
PM	b.	Complete periodic updates to assessments.	Completed nine follow-up assessments in Lincoln Park to determine if services were in place and/or being implemented.
PM	c.	Coordinate services and medical transportation for residents.	Coordinated services and medical transportation for residents: coordinated medical transportation for 14 residents and provided assistance with planning and carrying out Senior Health and Fitness Day in Langley Village.

PM	d.	Determine and develop new resources, as needed.	Continued to work with area agencies and organization to utilize their services: Hampton Department of Social Services, Logisticare, Tidewater Medical Supply, Home Care Delivered, Medical College of Virginia, Hampton University Student Nursing Center, Sentara Careplex, Riverside Hospital, PICH, Peninsula Agency on Aging, Medtran Transportation, and the Social Security Administration.
PM	e.	Work with residents to ensure rent is paid in a timely manner.	Assisted three elderly/disabled residents in Lincoln Towers with budgeting skills.
PM	f.	Follow up and provide feedback to manager on management referrals.	Followed up and provided feedback to manager on management referrals: worked with tenants to improve housekeeping, made home visits to get paperwork signed, and completed assessments to determine need for in-home care providers.

Mission 4. Operate the Authority in an Administratively Healthy and Fiscally Responsible Manner

Goal 1. Implement and Manage the Authority within the Policies Set Forth by the Board of Commissioners

Objective 1. Maintain Advisory Committee(s) in accordance with Board of Commissioner's direction.

ADM	a.	Maintain advisory committees in accordance with the Board of Commissioner's direction.	Maintained the Housing Operations Committee and the Redevelopment Advisory Committee, which met on an as-needed basis.

Goal 2. Pursue and Maintain Adequate Funding

Objective 1. Diversify revenue sources.

FIN	a.	Insure all overhead is calculated and billed to the appropriate project.	Developed a fee-for-service approach in accordance with asset management. In the process of developing a cost allocation plan to support fee-for-service approach.
DEV	b.	Utilize HOME New Construction Program to subsidize development of higher quality homes.	Utilized HOME New Construction Program to subsidize first new construction homes in Olde Hampton to further increase quality.

Objective 2. Maintain balanced budgets and provide effective financial management.

FIN	a.	Make sound financial purchases.	Purchases were made in accordance with HRHA's Procurement Policy.

Objective 3. Implement project based accounting.

ALL	a.	Implement Asset Management in accordance with HUD regulations.	Decentralized the recertification function, annual inspections, and quality assurance/quality control functions. Completed Stop-Loss Application. Implementation of revised accounting practices are in effect.
ALL	b.	Prepare Stop Loss submission in accordance with HUD regulations.	Completed. Will review for next six months and update as HUD changes arise.
FIN	c.	Implement Project Based Report to include budget versus expenses.	Contracted for additional software improvements to enhance budget vs. expenditure reporting.

Goal 3. Maintain High Performance Standards

Objective 1. Achieve and maintain high standards for regulatory performance.

HR	a.	Conduct I-9 audits bi-annually.	Completed.
	b.	Update Agency Plan for 2008.	Began update process in April. Draft submission will be presented to Housing Advisory Committee at a special meeting in August.
	c.	Renew "Elderly Only Designation" application for Langley Village.	Requested renewal of designation from HUD on May 10 for an additional two year period.
	d.	Submit annual MASS (Management Assessment Sub System) certification for Public Housing.	Submitted MASS certification on February 23.
	e.	Submit annual SEMAP (Section 8 Management Assessment Program) certification for Section 8 Housing Choice Voucher Program.	Submitted SEMAP certification February 23. HRHA scored 90% and was designated a HUD High Performer.

	f.	Update public housing Admissions and Continued Occupancy Policy (ACOP).	Approved revisions of Chapters 2, 8 and 18 on April 11, to be effective May 1. Remainder of ACOP will be reviewed/revised during the Agency Plan update process and will be effective January 1, 2008. Held regularly scheduled meetings to coordinate changes to comply with asset management and goals of the agency.
	g.	Update Section 8 Administrative Plan (Admin Plan).	Revisions for 2007 will be completed during the Agency Plan update process and will be effective January 1, 2008.

Objective 2. Maintain and update HRHA manuals, reports, and other documents.

ADM	a.	Maintain and revise administrative handbook.	Revised the Procurement Policy and Purchasing Procedure in accordance with the revision of HUD's Procurement Handbook for Public Housing Agencies.
HR	b.	Update personnel policies handbook.	Under Review.
HR	c.	Review and revise missions and goals for 2008.	Scheduled review/revise meeting for July 18.
PM	d.	Update Property Management Manual.	Updated the Property Management Manual.

Objective 3. Achieve and maintain high standards for financial performance.

FIN	a.	Implement financial reporting to internal management.	Updated budgets. Contracted for software improvements to enhance monthly reporting to internal management.
ALL	b.	Monitor financial reporting to include making appropriate adjustments as needed to ensure compliance with the budget.	Departments created budget worksheets.

Objective 4. Maintain high standards for HRHA Operations.

HR	a.	Implement procurement committee to ensure staff are following appropriate procedures.	Completed.
HR	b.	Conduct payroll benefit audits quarterly.	Completed.
FIN	c.	Update inventory annually to ensure accurate inventory of capital assets.	

Goal 4. Provide Appropriate Facilities: Tools/Equipment, Computer Hardware/Software, and Communications Equipment for Staff

Objective 1. Assess technology and communications infrastructure.

IT	a.	Streamline, update, or replace network, computer, and telephone systems as needed.	Expanded the phone system at 811 W. Pembroke Avenue to accommodate the construction and inspections department moving into the building. Connected the CCS mainframe to our network. Eliminated six leased lines, thereby saving $4,500 per year. Installed Checkpoint Virtual Private Network (VPN) devices in remote offices to utilize the existing Internet connections to connect back to our network. Migrated from CCS to the Windows-based, client-server, Elite Low Income Public Housing (LIPH) computer system.

Objective 2. Provide equipment/tools to staff that enable them to perform their jobs more efficiently and effectively.

IT	a.	Provide support for existing computer systems, install updates, and improve processes when possible.	Redesigned the rent statement during the migration to the new Elite Public Housing computer system to include a section of deferred (future) charges. Enabled a "shadowing" technology that allowed us to remotely assist the rental offices when they encounter problems. Created new reports and form letters in Elite. Upgraded our Citrix Server from version 2 to version 4 to provide a better remote connection and printing to the rental offices. Upgraded to Elite version 1.8.8.; upgraded to Elite version 1.8.9.; upgraded to Data Hub version 2.7. Updated Elite Payroll and tax tables for year-end and generated W-2 forms.
PM	b.	Provide maintenance equipment/tools to property management that enable them to perform their jobs more efficiently and effectively.	Reviewed need for equipment/tools to enhance services and assist in efficient job performance. Management staff received two new PCs at Lincoln Park.

ALL	c.	Provide office equipment/tools to staff that enable them to perform their jobs more efficiently and effectively.	Installed shared high speed laser printers on the first and second floors of the Armistead office. Utilized 2005 CFP funds to purchase five PCs and seven printers for the public housing rental office staff. In the process of converting to a new Windows-based computer system with Elite to reduce hardware and maintenance costs, provide a more user-friendly and easier training experience, and position HRHA to adopt new technologies such as direct deposit and web based access for HRHA's customers.

Objective 3. Identify and implement ways to streamline efficiencies by allowing more "on-line" and less actual paperwork.

IT	a.	Recommend, create, and support methods that enable staff to work efficiently and reduce paperwork.	Eliminated the need to print duplicate paper copies of late fee statements by installing Adobe Acrobat Pro software.
IT	b.	Update, maintain, and expand the Authority's presence on the internet.	Installed an updated version of web-based e-mail to make it easier for staff to read and send e-mail remotely through our web site. Enhanced the Homes for Sale section of our website with better graphics and content. Updated Java-based pull-down menu structure to make it easier for visitors of our site to find the content they need. Content is organized into four menus entitled: General, Customers, Services, and Partnerships. Published two informational articles on the main page of HRHA's website.

Goal 5. Develop the Leadership and Teams that Promote and Support a Vibrant Authority Culture

Objective 1. Communicate Authority purpose, values and missions to employees.

HR	a.	Hold staff meetings to reiterate our mission and purpose.	Held meeting in March to discuss asset management compliance.
HR	b.	Publish The Authority Leader quarterly.	Published the January-February, March-April, and May-June issues of The Authority Leader.

Goal 6. Create General Public Awareness of the Authority's Programs and Services

Objective 1. Develop marketing tools.

ALL	a.	Prepare marketing tools as needed.	Completed and distributed a helpful hints brochure for Section 8 participants. Advertised five single family homes in the Multiple Listing Services, which reached over 6,000 real estate agents and over 600 offices. Marketed houses for sale through open house events. Marketed Authority programs on Channel 47. Presented One Stop Project at Neighborhoods USA Conference and won an award for the project.

Objective 2. Market success stories.

ALL	a.	Identify resident success stories and publish where applicable.	Included article on Lincoln Park Resident in The Authority Leader.
ALL	b.	Submit articles to trade publications and www.hrha.com.	
ALL	c.	Submit awards to NAHRO.	
HR	d.	Update booklet of services, housing, and development programs.	Completed.

Goal 7. Be the Employer of Choice for Those Who Support the Authority's Purpose

Objective 1. Recruit, hire, retain and develop high performing employees.

ALL	a.	Represent the Authority by participating in various committees.	Staff participated on the following committees: Hampton Department of Social Services Hampton Public Schools Regional Literacy Council Hampton City's Unity Commission SCORE Hampton Youth Coalition (YouthLink) Hampton-Newport News Community Service Board Community Builder's Network Family Preservation Services Virginia Cooperative Extension Office of Human Affairs' Policy Council Peninsula Agency on Aging Protect Our Kids Communities That Care Initiative Hampton's Emergency Preparedness Demonstration Team City of Hampton Employee Council City of Hampton Matrix Team
HR	b.	Manage and operate an HR department that is accessible to employees and that provides information accurately and promptly. Continue to work together with staff on resolving problems and remaining accessible to meet their needs.	Ongoing.

Objective 2. Provide/promote educational/training opportunities.

HR	a.	Develop means of cross-training current staff who wish more experience in order to advance, such as job/staff sharing between departments.	Ongoing.

HR	b.	Evaluate training needs and provide appropriate attitudinal, behavioral, supervisory, and safety training, i.e., diversity, sexual harassment, performance appraisal, etc. Focus on safety training; identify needs and resources available.	Staff attended training on the need and operation of a fire extinguisher. Neighborhood Watch Block Captains in Shell Gardens and Monterey continued to meet on a quarterly basis to discuss community issues. Staff attended gang and gang related problems training. Two Section 8 staff graduated from Hampton Diversity College Workplace Diversity. Two Section 8 staff received certificates of achievement for attendance at a VAHCDO sponsored training on Section 8 Quality Control and Audit Tools . Maintenance and construction field staff attended Basic First Aid and CPR training. One person from Finance attended Changes in Financial Management and Reporting Requirements. Supervisors, managers, and directors attended the City of Hampton's Employment Law Compliance Training.
HR	c.	Evaluate need for bilingual staff and the training resources the community provides.	Completed.
HR	d.	Maintain the Employee Council.	Maintained. Meeting held in March and council members discussed asset management, general staff meetings, and flexible scheduling.
HR	e.	Provide opportunities to promote employee interaction.	Provided opportunity for employee interaction at the General Staff Meeting, retirement luncheon, Employee of the Quarter luncheon, and two farewell luncheons.
HR	f.	Employee Recognition Team will meet as needed to select the EOQ and plan employee events, i.e., retirement functions, picnic, etc.	Employee Recognition Team planned a retirement luncheon for Brenda Curran, Construction Contract Administrator in the Construction Department and planned an Employee of the Quarter luncheon in honor of Wendy Crandol, Community Development Program Coordinator, Community Development Department.
HR	g.	Recognize employees through the incentive award program (GOTCHAs and commendations).	Recognized 50% of employees through the GOTCHA Program for providing exemplary service.

Objective 3. Provide a productive, respectful, and efficient work environment.

ALL	a.	Provide a productive, respective and efficient work environment.	Coordinated with management and maintenance to schedule leasing appointments and reduced the number of down days for vacant units. Section 8 Supervisor and one staff member graduated from Hampton Diversity College Workplace Diversity.
ALL	b.	Evaluate efficiency of work flows.	Provided information, including existing processes, to consultants upon arrival to review work flow of Occupancy Department to determine if any can be streamlined Provided cross training opportunities in Finance Department for staff to identify more efficient methods of work flows.

Objective 4. Provide a strong total compensation package which includes competitive salary, retirement, and benefits to employees.

HR	a.	Involve the Employee Assistance Program/external consultant, as needed, to enhance the work environment.	The Director of the Employee Assistance Program attended the general staff meeting to help enhance good communication in the workplace.
HR	b.	Analyze benefits annually in conjunction with open enrollment.	

HRHA- 2008 PHA PLAN ATTACHMENT VA017k01- Progress Report/Accomplishments of Goals and Objectives

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: VA36P01750104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no:)
☐Performance and Evaluation Report for Period Ending: ☒Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	86,114	86,114	86,114	86,114
3	1408 Management Improvements	42,500	42,500	42,500	42,500
4	1410 Administration	86,114	86,114	86,114	86,114
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	110,800	110,800	110,800	110,800
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	360,174.04	360,174.19	360,174.19	360,174.19
10	1460 Dwelling Structures	175,437.81	175,437.81	175,437.81	175,437.81
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1501 Collaterization or Debt Service	0	0	0	0
20	1502 Contingency	0	0	0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	861,140	861,140	861,140	861,140
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures	0			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: **VA36P01750104** Replacement Housing Factor Grant No:	**Federal FY of Grant: 2004**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36P017001 North Phoebus	Replace flooring throughout units VCT and vinyl (partial funds – see 502-03)	1460		18,432	18,431.85	18,431.85	18,431.85	Complete
VA36P017002 Lincoln Park	Site improvements (ex: grading,, sidewalks, lighting, painting, signage, clotheslines, landscaping, storage, etc)	1450		360,174.04	360,174.19	360,174.19	360,174.19	Complete
	VCT flooring Lincoln Park Lo-Rise (Phase II)	1460		157,005.96	157,005.96	157,005.96	157,005.96	Complete
HA-Wide	Operations	1406		86,114	86,114	86,114	86,114	
HA-Wide Mgmt Improvements	Implement Assessment – Data Processing Upgrades (Phase II)	1408		30,000	30,000	30,000	30,000	Complete
	Comprehensive Needs Assessment (partial funds – see 501-05)	1408		12,500	12,500	12,500	12,500	Complete
Administration	10% of total grant for staff salaries to administer CFP	1410		86,114	86,114	86,114	86,114	
Fees/Costs	Fees/Costs	1430		47,412.59	47,412.59	47,412.59	47,412.59	
	UPCS Inspector Team (FA)	1430		63,387.41	63,387.41	63,387.41	63,387.41	
Contingency	Up to 8% of total grant	1502						

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: **VA36P01750104** Replacement Housing Factor No:	**Federal FY of Grant: 2004**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36P017001 North Phoebus VCT Flooring	09/13/2006		1/2006	09/13/2008		7/2006	Based on HUD established obligation start date
VA36P017002 Lincoln Park Landscaping Mailboxes/Signs Sidewalks/Playgrds	09/13/2006		3/2006 5/2006 5/2006	09/12/2008		10/2006 11/2006 5/2006	
HA-Wide DP Upgrades Comprehensive NA	09/13/2006		12/2004 6/2006	09/12/2008		2/2006 12/2006	
Fees/Costs	09/13/2006		10/2004	09/12/2008		9/2006	

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R01750203	Federal FY of Grant: 2003

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 6/30/07 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	693,126		693,126	623,814
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	693,126			
22	Amount of line 21 Related to LBP Activities			693,126	623,814
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **VA36R01750203**	**Federal FY of Grant: 2003**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Replacement Housing – 2nd increment of funding – RHF Plan submitted 7/21/03	1499		693,126		693,126	623,814	Revised RHFII plan approved; Revision to Dev proposal pending. Purchased Woodland Trailer Park

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **VA36R01750203**	**Federal FY of Grant: 2003**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36P017	6/3/2006	1/12/2007*	1/11/2007	9/30/2007	1/12/2009*		Note: Deadline dates for obligation/expenditure are in accordance with HUD letter dated 6/10/04 and PIH Notice 2003-10 - *See E-Loccs – HUD revised

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R01750104	Federal FY of Grant: 2004

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 6/30/07 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	1,626		1,626	0
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,626		1,626	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **VA36R01750104**	**Federal FY of Grant: 2004**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36R017	Replacement Housing – FY 2004 First Increment of funding per HUD letter dated 8/5/04 (Funds will be used for replacement housing in accordance with RHF Plans and Development Proposals)	1499		1,626		1,626	0	In progress

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **VA36R01750104**	**Federal FY of Grant: 2004**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36R017	09/13/2006	10/28/2010	8/2006	12/31/2007	10/28/2012		Obligation/expenditure end dates per e-LOCCS

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R01750204	Federal FY of Grant: 2004

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 6/30/07 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	811,084		811,084	83,215
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	811,084		811,084	83,215
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **VA36R01750204**	**Federal FY of Grant: 2004**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36R017	Replacement Housing – FY 2004 Second Increment of funding per HUD letter dated 8/5/04 (Funds will be used for replacement housing in accordance with RHF Plans and Development Proposals)	1499		811,084		811,084	83,215	Revised RHFII plan approved; Revision to Dev proposal pending. Purchased Woodland Trailer Park

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **VA36R01750204**	**Federal FY of Grant: 2004**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36R017	09/13/2006	1/12/2007	1/12/2007	12/31/2007	1/12/2009		See E-Loccs – HUD revised

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: VA36P01750105 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 6/30/07 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations	82,420	82,420	82,420	82,420
3	1408 Management Improvements	46,000	33,671.91	33,671.91	29,000
4	1410 Administration	82,420	82,420	82,420	82,420
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	55,800	77,026.15	77,026.15	33,328.48
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	546,564	537,665.94	537,665.94	532,242.76
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	11,000	11,000	11,000	11,000
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	1499 Development Activities	0	0	0	0
19	1501 Collaterization or Debt Service	0	0	0	0
20	1502 Contingency	0	0	0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	824,204	824,204	824,204	770,411.24
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures	0			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: **VA36P01750105** Replacement Housing Factor Grant No:	**Federal FY of Grant: 2005**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36P017002 Lincoln Park	Site improvements – Lincoln Park (phased project)	1450		546,564	**537,665.94**	537,665.94	532,242.76	-8,898.06 work in Progress
HA-Wide	Operations	1406		82,420		82,420	82,420	
HA-Wide Mgmt Improvements	Implement Assessment – Data Processing Upgrades (Phase III)	1408		14,000		14,000	14,000	Completed
	Implement Assessment – DP Upgrades (computer hardware upgrades)	1475		11,000		11,000	11,000	Completed
	PHA Evaluation – review of programs and implement recommendations from organizational study (Phase III)	1408		17,000	**4,671.91**	4,671.91	0	-12,328.09
	Comprehensive Needs Assessment	1408		10,000		10,000	10,000	Completed
	504 Needs Assessment	1408		5,000		5,000	5,000	Completed
Administration	10% of total grant for staff salaries to administer CFP	1410		82,420		82,420	82,420	
Fees/Costs	Fees/Costs	1430		10,000	**31,226.15**	31,226.15	4,518.65	+21,226.15 A/E plumbing – see 501-06
	UPCS Inspector Team (FA)	1430		45,800		45,800	28,809.83	
Contingency	Up to 8% of total grant	1502		0		0	0	

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: **VA36P01750105** Replacement Housing Factor No:	**Federal FY of Grant: 2005**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36P017002 Lincoln Park Site improve cont'd	08/17/2007		5/2006	08/17/2009			Obligation/expenditure end dates per e-LOCCS
HA-Wide DP Upgrades DP Hardware 504 Assessment PHA Evaluation Comprehensive NA	08/17/2007		 12/2006 2/2007 5/2007 6/2006	08/17/2009		 5/2007 7/2007 8/2007 12/2006	
Fees/Costs	08/18/2007		12/2005				

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R01750105	Federal FY of Grant: 2005

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 06/30/07 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	19,084		0	0
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	19,084		0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **VA36R01750105**	**Federal FY of Grant: 2005**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36R017	Replacement Housing – FY 2005 First Increment of funding (Partial Demo Lincoln Park)	1499		19,084		0	0	No activity to date

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **VA36R01750105**	**Federal FY of Grant: 2005**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36R017	08/18/2007	10/28/2010		08/17/2009	10/28/2012		Obligation/expenditure end dates per e-LOCCS

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R01750205	Federal FY of Grant: 2005

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 6/30/07 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	850,972		645,000	0
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	850,972		645,000	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **VA36R01750205**	**Federal FY of Grant: 2005**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36R017	Replacement Housing – Second Increment of funding. RHF Plan and Development Proposal submitted to HUD (Demo Pine Chapel) Contracted for site acquisition	1499		850,972		645,000	0	Revised RHFII plan submitted to HUD for approval; Dev proposal pending

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **VA36R01750205**	**Federal FY of Grant: 2005**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36R017	07/29/2006*	8/17/2007		12/31/2007*	8/17/2009		*Obligation date based on HUD letter dated 6/10/03. Expenditure date per HUD Notice PIH 2003-10. See E-Loccs – HUD revised

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: VA36P01750106 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement
☒ Performance and Evaluation Report for Period Ending: 6/30/07 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	**0**	0	0
2	1406 Operations	82,068	**84,493**	44,283.88	44,283.88
3	1408 Management Improvements	82,068	**78,420**	0	0
4	1410 Administration	82,068	**84,493**	84,493	4,734.90
5	1411 Audit	0	**0**	0	0
6	1415 Liquidated Damages	0	**0**	0	0
7	1430 Fees and Costs	85,000	**85,000**	5,054.50	0
8	1440 Site Acquisition	0	**0**	0	0
9	1450 Site Improvement	0	**0**	0	0
10	1460 Dwelling Structures	355,000	**389,000**	137,000	137,000
11	1465.1 Dwelling Equipment—Nonexpendable	0	**0**	0	0
12	1470 Nondwelling Structures	0	**0**	0	0
13	1475 Nondwelling Equipment	100,000	**106,073**	66,186	66,186
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	1499 Development Activities	0	**0**	0	0
19	1501 Collaterization or Debt Service	0	**0**	0	0
20	1502 Contingency	34,481	**17,452**	0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	820,685	**844,931**	337,017.38	252,204.78
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**		**Grant Type and Number** Capital Fund Program Grant No: **VA36P01750106** Replacement Housing Factor Grant No:				**Federal FY of Grant: 2006**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36P017001 North Phoebus	Upgrade Plumbing (Phase I)	1460		250,000	**284,000**	137,000	137,000	+34,000
VA36P017002 Lincoln Park	Playground Equipment	1475		100,000	**100,000**	66,186	66,186	Work in progress
VA36P017004 Langley Village	Paint aluminum siding	1460		105,000	**105,000**	0	0	IFB review
HA Wide	Operations	1406		82,068	**84,493**	44,283.88	44,283.88	+2,425
	Administration	1410		82,068	**84,493**	84,493	4,734.90	+2,425
Mgmt Impr	Data Processing Upgrades – Phase IV	1408		40,000	**50,000**	0	0	+10,000
	Comp Needs Assessment ($14,000) PHA Evaluation ($28,420)	1408		42,068	**28,420**	0	0	-14,000 +352
	Data Processing Upgrades-Hardware	1475		0	**6,073**	0	0	+6,073
	Fees/Costs	1430		85,000	**85,000**	5,054.50	0	
	Contingency	1502		34,481	**17,452**	0	0	-17,029
	(Note: revision #2 – based on additional fund award 5/07)							

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: **VA36P01750106** Replacement Housing Factor No:	**Federal FY of Grant: 2006**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36P017001 North Phoebus Upgrade Plumbing	07/17/2008			07/17/2010			Obligation/expenditure end dates per e-LOCCS
VA36P017002 Lincoln Park Playground Equip	07/17/2008	5/2007		07/17/2010		7/2007	
VA36P017004 Langley Village Paint Siding	07/17/2008	7/2007		07/17/2010		8/2007	
HA-Wide Operations Admin PHA Evaluation DP - Hardware	07/17/2008		12/2006 2/2007	07/17/2010			
Fees/Costs A/E Plumbing		7/2007					

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R01750106	Federal FY of Grant: 2006

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement
☒ Performance and Evaluation Report for Period Ending: 6/30/07 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	18,315	**18,856**	0	0
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	18,315	**18,856**	0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**		**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **VA36R01750106**				**Federal FY of Grant: 2006**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36R017	Replacement Housing – First Increment of funding – (Lincoln Park Demo) funds will be used for replacement housing in accordance with RHF Plans/Dev Proposal	1499		18,315	**18,856**	0	0	+541 No activity to date
	(Note: revision #2 – based on additional fund award 5/07)							

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **VA36R01750106**	**Federal FY of Grant: 2006**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36R017	07/18/2008	10/28/2010		07/17/2010	10/28/2012		Obligation/expenditure end dates per e-LOCCS

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

PHA Name: Hampton Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R01750206	Federal FY of Grant: 2006

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 6/30/07 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	752,752	**774,991**	0	0
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	752,752	**774,991**	0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: **Hampton Redevelopment & Housing Authority**		**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **VA36R01750206**				**Federal FY of Grant: 2006**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA36R017	Replacement Housing – Second Increment of funding. RHF Plan and Development Proposal submitted to HUD (Demo Pine Chapel)	1499		752,752	**774,991**	0	0	+22,239 Revised RHFII plan submitted to HUD for approval; Dev proposal pending
	(Note: revision #2 – based on additional fund award 5/07)							

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

PHA Name: **Hampton Redevelopment & Housing Authority**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **VA36R01750206**	**Federal FY of Grant: 2006**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA36R017	07/29/2006*	07/16/2010		12/31/2007*	07/16/2012		*Obligation date based on HUD letter dated 6/10/03. Expenditure date per HUD Notice PIH 2003-10. See E-Loccs – HUD revised

HRHA – 2008 PHA PLAN ATTACHMENT VA017m01

Voluntary Conversion Required Initial Assessments

a. How many of the PHA's developments are subject to the Required Initial Assessments?**1**

b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g. elderly and/or disabled developments not general occupancy projects)? **2**

c. How many Assessments were conducted for the PHA's covered developments? **1**

d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **None**

e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **Not Applicable**

HRHA – 2008PHA PLAN ATTACHMENT VA017n01 – Replacement Housing Plan

Hampton Redevelopment and Housing Authority
REVISED - RHF Plan – Second 5-yr. Increment

1. Description

Hampton Redevelopment and Housing Authority plans to use its second 5-Year Increment of RHF Funding for construction and acquisition with rehabilitation. There is a need for higher quality affordable housing in the Hampton area. Specifically, Hampton needs new or updated 2 and 3 bedroom multifamily apartments.

Hampton is not listed in the TDC guide, so Newport News, which is adjacent to Hampton, will be used. For Newport News, the HCC for a 2-bedroom Row House is $82,064, and the TDC is $143,611. For a 3-bedroom Row House, the HCC is $98,730 and the TDC is $172,778. (See Attachment 1)

a. HRHA proposes to add 32 Row House units to its inventory; 22 will be 2-bedroom units and 10 will be 3-bedroom units.
b. Development method will be new construction for Row Houses.
c. Structure type Row Houses.

2. Schedule

RHF Item	Start Date
DOFA for Grant R501-03 - $693,126	7/30/04
DOFA for Grant R501-04 - $811,084	9/14/04
DOFA for Grant R501-05 - $850,972	8/18/05
DOFA for Grant R501-06 - $752,752	7/18/06
Submit (revised) RHF Plan – 2nd Increment	8/15/06
Anticipated Approval of RHF Plan	*9/15/06**
Submit Site Acquisition Approval Request	9/15/06
Acquire property	10/1/06
Prepare Documents for RFP to A&E Firm	10/1/06
Begin Relocation of Tenants	10/15/06
Issue A&E Firm RFP	11/1/06
Award A&E Firm RFP	12/1/06
Submit (revised) Development Proposal – 2nd Increment	3/1/07

Receive Schematics (Development documents from A&E firm)	5/15/07
Issue Construction Invitation for Bid	6/1/07
DOFA for Grant R501-07 - $752,752	*7/18/07**
Award Construction Bid	8/1/07
End Relocation of Tenants	10/1/07
Construction Begins	10/1/07
Construction Ends	5/1/09

* Estimated dates

3. Funding

Funds for the second 5-year increment include annual allocations of RHF funds for years 2003 – 2007. Estimated amounts are listed below. Calculated leverage is $911,505 based on one-third of first increment RHF Funding Total. Total leverage exceeds the minimum requirement.

Source	**Amount**
Projected RHF Funding	
RHF Grant R501-03	$693,126
RHF Grant R501-04	$811,084
RHF Grant R501-05	$850,972
RHF Grant R501-06	$752,752
RHF Grant R501-07	$752,752
Total	$3,860,686

Leverage	**Amount**
Community Development Block Grants (CDBG)	$455,753
Local Hampton Funds	$455,752
Total	$911,505
Note: Calculated leverage on first 5-year increment is $911,505	

4. Obligation/Expenditure Status

a. The PHA Plans for Hampton Redevelopment and Housing Authority will be submitted by its deadline on October 18, 2006 and all previous annual plans have been properly submitted and approved.

HRHA – 2008PHA PLAN ATTACHMENT VA017n01 – Replacement Housing Plan

b. Hampton Redevelopment and Housing Authority is in compliance with all obligation and expenditure deadlines for FY's 1998 – 2002. Details are listed below.

FY	Total	Obligated	Expended	Notes
1998	$20,353	100%	100%	Funds were fully expended on modernization.
1999	$209,049	100%	100%	Funds were fully expended on modernization.
2000	$672,991	100%	100%	Funds were used per first RHF Plan. Obligation date was approved for 7/05.
2001	$939,356	100%	100%	Funds were used per first RHF Plan. Obligation date was approved for 7/05.
2002	$892,768	100%	100%	Funds were used per first RHF Plan. Obligation date was approved for 7/05.
FY 2003 – Current Funds are 0% Obligated and Expended				

HRHA – 2008PHA PLAN ATTACHMENT VA017n01 – Replacement Housing Plan

Attachment 1

	2 br - Row Houses	3 br - Row Houses
Total Development Cost (TDC) Limit	$143,611	$172,778
Housing Construction Cost (HCC) Limit	$ 82,064	$ 98,730

RHF Funding (Second 5-yr Increment)	$3,860,686
Leverage	$ 911,505
Total	$4,772,191

Possible Row House (2br)	$3,044,411 / 143,611 = 21.19 or **22**
Possible Row House (3br)	$1,727,780 / 172,778 = **10**
	$4,772,191

Note: The total RHF and leveraged funds are split based on bedroom size.

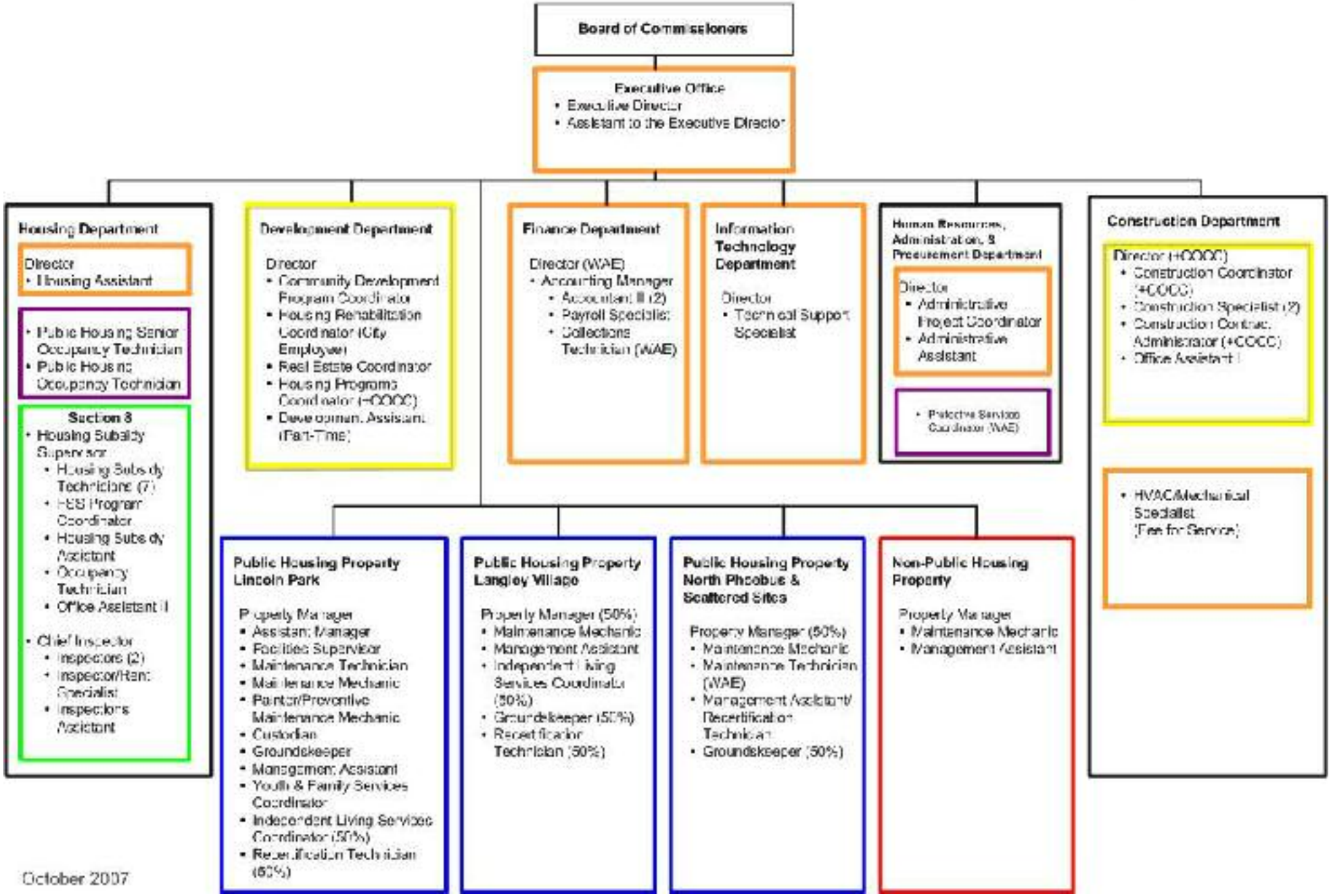
Section 8 Homeownership Program Capacity Statement

The Hampton Redevelopment and Housing Authority has developed a Section 8 homeownership program implemented in late 2004. The program prepared nine (9) qualified voucher holders to begin the process for homeownership within fiscal 2006 utilizing readiness programs already developed within the Authority's Family Self Sufficiency and Development departments.

Supportive services are provided through HRHA staff and business partners which include the following; homeownership, finance and debt counseling; job readiness, job search, customer service and entrepreneurship training; workshops on choosing mortgage lenders, choosing a realtor, preventive home maintenance, home safety; staff also provide continuous case management including crisis intervention.

The program currently has nine Section 8 Homeowners; one participant purchased in 2005, five participants purchased in 2006, and three participants have purchased as of September 2007. It is anticipated that five additional participants will purchase on or before December 2007. The program expects to have at least five closings in 2008.

Hampton Redevelopment and Housing Authority



October 2007

Note: Resident Satisfaction Surveys for FY 2007 Fiscal year ending 12/31 have been canceled. FY 2006 Follow-up Plan is the latest information available.

Hampton Redevelopment and Housing Authority
FY 2006 RASS Follow-Up Plan

Survey Section	Date to be Completed	Funding Source
Communication	**On going**	**Operating Funds CFP**

Staff produces a bi-monthly newsletter to keep residents informed of renovation activities, housekeeping tips, pest control issues, maintenance and use of household equipment and lease obligations.

Staff conducts periodic 'listening meetings' to allow residents to voice concerns within their communities.

Management conducts semi-annual community wide meetings to provide information and discuss any maintenance, management, or resident concerns or activities.

Staff meets with the Resident Council Officers at least quarterly for training activities and to increase communication. Management attends regularly scheduled Resident Council meetings when invited.

Staff conducts a new resident orientation monthly for residents to introduce them to key personnel, resident council officers, and to review Authority policies, procedures and programs. Resident Council Officers are invited to attend each orientation.

Resident Council Presidents are invited to attend bi-monthly Housing Operations Advisory Committee meetings to stay abreast of Authority proposed changes to housing policies and procedures and physical changes as they relate to each community. Two Resident Council Presidents actually serve as members of this committee.

Executive Director meets quarterly with Resident Council Presidents.

Survey Section	Date to be Completed	Funding Source
Safety	**On going**	**Operating Funds**

Staff meets regularly with representatives of the Hampton Police Department to discuss safety and crime issues. Resident Councils are encouraged to invite the police officers to their regularly scheduled meetings and community activities.

Staff will initiate training classes for volunteer residents for the Neighborhood Watch Program.

Staff has revised and is enforcing the Trespass Policy. Staff maintains the list and posts the list in HRHA management offices.

HRHA has continued to contract with the Hampton Police Department for foot patrols in all communities. Schedules are based on calls for service statistics.

Police have maintained a satellite office adjacent to the Langley Village community.

Police have maintained a field office in the Lincoln Park community.

Police Department has installed new technology in one community to identify gunshots.

HRHA continues to contract with a private security firm to provide services for twenty-eight (28) hours weekly in the Lincoln Park High Rise community.

Description of Homeownership Programs

HRHA acquired and rehabilitated 43 scattered site homes throughout Hampton between 1992 and 1993 to sell to low income families. The first 20 scattered homes purchased are known as Batten's Hope and the other 23 homes are known as Butler's Way.

Residents from our public housing communities apply to participate in the homeownership program and go through a rigorous screening and selection process. Once selected, the families become part of the Family Self-Sufficiency Program and work toward the purchase of the house.

Violence Against Women Act Report

The Hampton Redevelopment and Housing Authority offers referrals to the following service providers to child or adult victims of domestic violence, dating violence, sexual assault, or stalking:

TRANSITION FAMILY SERVICES 757 723-7774
CENTER FOR CHILD AND FAMILY SERVICES 757 838-1960
FAMILY VIOLENCE & SEXUAL ASSUALT VA HOTLINE.....1-800-838-8238
H.E.R. HELP EMERGENCY RESPONSE.....757 485-3384
DOMESTIC VIOLENCE SUPPORT GROUP.....757 886-6700

The Hampton Redevelopment and Housing Authority offers referrals to the following service providers to child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing:

TRANSITION FAMILY SERVICES 757 723-7774
CENTER FOR CHILD AND FAMILY SERVICES 757 838-1960
FAMILY VIOLENCE & SEXUAL ASSUALT VA HOTLINE.....1-800-838-8238
H.E.R. HELP EMERGENCY RESPONSE.....757 485-3384
DOMESTIC VIOLENCE SUPPORT GROUP.....757 886-6700
ANGER CONTROL GROUP 757 838-1960

The Hampton Redevelopment and Housing Authority offers referrals to the following service providers to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families:

TRANSITION FAMILY SERVICES 757 723-7774
CENTER FOR CHILD AND FAMILY SERVICES 757 838-1960
FAMILY VIOLENCE & SEXUAL ASSUALT VA HOTLINE.....1-800-838-8238
H.E.R. HELP EMERGENCY RESPONSE.....757 485-3384
DOMESTIC VIOLENCE SUPPORT GROUP.....757 886-6700
ANGER CONTROL GROUP 757 838-1960