

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

PHA Plan

Annual Plan for Fiscal Year 2009
(*January 1, 2009 – December 31, 2009*)



**100 South Arch Street
Little Rock, AR 72201**

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Little Rock Housing Authority

Approved by the LRHA Board on October 8, 2008

Board of Commissioners

Ellen Gray, Chair
H. Bradley Walker, Vice Chair
Glen Nishimura
Carolyn Polite
Robert Webb

Website Address:
www.lrhousing.org

Office Hours:
8:00 a.m. – 4:30 p.m.
Monday - Friday

NOTE: This plan is based upon a HUD template with specific instructions to housing agencies.

**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: **Little Rock Housing Authority** **PHA Number:** **AR004**

PHA Fiscal Year Beginning: (mm/yyyy) **01/2009**

PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**
 Number of public housing units: **826** Number of S8 units: **2025**

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

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

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

- Main business office of the PHA –
10:00 a.m. – 2:30 p.m.
Monday thru Friday
*Those wishing to examine the plan and supporting documents should
phone 501-340-4821 to schedule an appointment.*
- PHA development management offices
- Other (list below)

Annual PHA Plan
PHA Fiscal Year 2008
 [24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Little Rock Housing Authority owns and manages **669** conventional public housing apartment units in the capital city of Arkansas.

An additional **157** public housing rental units are located in two mixed income developments (Madison Heights Phases 1, 2, & 3 and Homes at Granite Mountain). At the time of submission of this plan, they are both privately managed by McCormack Baron Ragan Management Company. MBR is located in St. Louis, MO.

Development Name	AMP #	Year Built	# Rental Units
Sunset Terrace	AR004000001P	1941	73
Parris Towers	AR004000009P	1972	250
Cumberland Towers	AR004000010P	1974	178
Powell Towers	AR004000011P	1974	168
Madison Heights Phase I	AR004000018P	1998	59
Madison Heights Phase II	AR004000019P	2002	38
Madison Heights Phase III	AR004000020P	2006	20
Homes at Granite Mountain	AR004000021P	2002	40
			826

Combined public housing apartments under the subsidy contract with the Department of Housing and Urban Development is **826**. Seventy-two percent of the housing under our ACC is located in three high-rise apartments. Two of the sites are designated for persons 50 years of age and older (Parris Towers and Cumberland Towers).

An additional 34 ACC units of public housing will be constructed and leased up during the 2009 fiscal year. These units are part of two mixed finance developments named (1) Metropolitan Village and (2) Cumberland Manor. The development will also consist of tax credit and market rate apartment homes. They are being constructed on the former Ives Homes public housing site.

A unit breakdown is provided:

Public Housing / LIHTC Units

Unit Type	1 BR	2 BR	3 BR	Total
Walk-Up		3	1	4
Row-House		10	3	13
Total		13	4	17

LIHTC Units

Unit Type	1 BR	2 BR	3 BR	Total
Walk-Up	5	5	1	11
Row-House		13	1	14
Total	5	18	2	25

Market Rate Units

Unit Type	1 BR	2 BR	3 BR	Total
Walk-Up	1			1
Row-House		15	2	17
Total	1	15	2	18

Basic Data Profile

Affordable Housing Supply

The City of Little Rock has a population of approximately 189,000 and continues to experience a decline in housing growth rate. Regional growth appears to be occurring outside the incorporated areas of the City, although the City retains its position as the employment center. The City provides most of the rental stock for the metropolitan area, especially in the affordable housing income range. Residential development follows a pattern of westward movement along the river.

Affordable Housing Need

There are four factors that contribute to a need for additional affordable housing:

- (1) Many households are over-crowded;
- (2) Many households are over-burdened with housing costs;

- (3) Affordable rental housing is being lost to the market through expiring use restrictions; and
- (4) The demolition of blighted, distressed housing.

Homeless Needs:

Little Rock and North Little Rock have targeted an end to chronic homelessness by the year 2016. The Ten Year Plan to End Chronic Homelessness clearly establish that chronic homelessness is a serious issue that must be solved through maximization of federal, state and local resources to create additional permanent housing opportunities for the chronically homeless population. This housing must be linked with supportive, mainstream, and community-based services that address the long-term needs and issues of chronically homeless individuals.

The LRHA will continue to work diligently with local governments, CATCH and individual service providers to reach the goals established in the plan for the eradication of homelessness.

Fiscal Issues:

For years to come, the LRHA can anticipate the federal allocation of potential revenue will be between 80-92% of the eligible amount. In 2009 asset management changes will result in subsidy being allocated by individual AMPS.

The Authority, its instrumentality (CAHC) or partnership entities may apply for tax credits, home funds, AHP resources and other capital to support new development initiatives in 2009. The Authority will use as leverage its Replacement Housing funds, Capital Funds and other sources deemed appropriate.

Additionally the Authority will utilize the CFFP financing development option. Under the Capital Fund Financing Program (CFFP), LRHA may borrow private capital to make improvements and pledge, subject to the availability of appropriations, a portion of its future year annual Capital Funds to make debt service payments for either a bond or conventional bank loan transaction.

The loans or bonds are obligations of the LRHA. HUD does not guarantee or ensure these loans or bonds. The LRHA obligation is subject to the availability of appropriations by Congress and compliance with statutory and regulatory requirements.

Other revenue generating ideas include, but are not limited to:

- Explore, and if feasible implement plans to take advantage of opportunities for additional revenue generation through compatible mixed use as appropriate (e.g., commercial ventures, retail, roof top communications facilities, and / or hair salons).
- Provide planning and development services to other PHA's, governmental entities, neighborhood groups or nonprofits where housing authority legal powers would support revitalization projects including affordable housing. Build upon the experience developed in mixed-income, mixed-finance communities.
- Secure CHDO designation to expand housing financing options.
- Assess the ability to provide property management and maintenance services to other affordable housing providers.
- The Authority reserves the right to pursue joint ventures along with retail, commercial operations to increase potential revenue. This includes the new offices located on Arch Street.

Increasing Affordable Housing Opportunities:

The Authority will develop single family, multifamily and supportive housing units on land owned and/or acquired by the Authority. We will apply for tax credits to leverage CFP & RHF dollars. This may include the development, implementation of a construction team.

LRHA 2017 Housing Initiative

Year	Type of Housing	Targeted # of Units	Potential Source of Funding	Status
2007	Single Family Homeownership <i>(New Horizon Village)</i>	17	RHF	Construction Complete
2008	Multifamily <i>(Cumberland Manor & Metropolitan Village)</i>	120	TC, RHF, FHA Mortgage	Construction In Process
2009	Single Family Homeownership Assisted Living	32 40	HOME, AHP, RHF, CFP, TC, PBV	Application being developed
2010	Multifamily Supportive Housing	40 20	TC, RHF, FHA Mortgage, PBV	
2011	Single Family Homeownership	25	HOME, AHP, RHF, CFP, TC	
2012	Mixed Use Multifamily	80	TC, RHF, FHA Mortgage	
2013	Single Family Homeownership	25	HOME, AHP, RHF, CFP, TC	
2014	Assisted Living	40	TC, RHF, PBV	
2015	Mixed Use Multifamily	80	TC, RHF, FHA Mortgage	
2016	Single Family Homeownership Supportive Housing	25 20	HOME, AHP, RHF, CFP, TC	

2017	Single Family Homeownership	25	HOME, AHP, RHF, CFP, TC	
	TOTAL UNITS	589		

Sources Key:

- TC: Tax Credits
- RHF: Replacement Housing Factor Funds
- HOME: HOME Investment Program
- AHP: Affordable Housing Program
- CFP: Capital Fund Program
- PBV: Project Based Vouchers
- FHA: Mortgage Insurer

- As part of the overall mission of the Authority we will partner with other nonprofit and for profit entities to address affordable housing needs.
- The PHA’s Homeownership Plan has been approved by the Special Applications Center. LRHA reserve the right to modify the plan based upon market conditions.
- The Authority will work with the City, organizations, business community and other stakeholders to improve the quality of its existing housing stock. The Authority, when warranted will utilize its powers under the Arkansas Housing Authorities Act, including the use of eminent domain.
- If developed and implemented, the LRHA will participate in the Central Arkansas Loan Pool.

Inventory (Demolition / Disposition / Sale)

- Fire or acts of nature may make it necessary to demolish units that are cost prohibitive to repair. The PHA will review replacement options for these units.
- The Authority reserves the right to submit HOPE VI revitalization and demolition applications, per the regulations.
- The Authority reserves the right to sell any property (buildings and/or land) owned by the PHA for the purposes as provided by HUD.
- The Hollinsworth Grove site will be reviewed and recommendations made to the Board of Commissioner for action. The Authority reserves the right to submit a disposition application to HUD during this fiscal year for the 24+ acres.

Housing Choice Vouchers

- The LRHA may open the HCV wait list during the 2009 FY.

- In compliance with federal regulations, modifications are being proposed to the HCV Administrative Plan. The Corrective Action Plan required for the SEMAP area with deficiencies (inspections) has been implemented.
- We will continue to implement direct deposit / electronic funds transmission for HCV payments in 2009.
- The Authority will research, develop, and utilize some vouchers for development purposes under the Project Based Voucher program.
- The Authority will apply for additional voucher funding to increase the baseline number of 2025.
- Explained in greater detail the definition of a “relative.”

Agency Operations:

- (1) The Authority reserves the right to submit grant applications for the ROSS Program, FSS Programs, and other potential announcements for funds that will assist the Authority in meeting its mission.
- (2) Declare all funds (administrative fees and various management / operation fees) as defederalized. These dollars can then be used in support of and financing of Board approved projects by LRHA or CAHC.
- (3) The PHA will be revising the schedule of tenant charges. Normal maintenance is provided at all properties at no cost to the residents above their monthly rent.
- (4) LRHA will lease the administration office located at 201 East Roosevelt Road to Harmony Health Care .
- (5) The LRHA will explore and if feasible implement Energy Performance Contracting and the Capital Fund Financing Program.
- (6) Work with the RAB in implementing Smoke Free housing policy at one or more PHA owned apartment complexes.
- (7) Acquisition of rental and ownership properties in the City of Little Rock (Kramer).
- (8) Added a statement regarding personal hygiene and sanitation to the Lease Agreement.
- (9) Instituted an Employee Education Plan.

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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Note: Page numbers may vary based upon software and printing capabilities.

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.

- Admissions Policy for Deconcentration (ar004a09)
- Assessment of Site Based Waiting List Development Demographics Changes (*HAGM and Madison Heights Apartments*) (ar004b09)
- Statement of Progress in Meeting 5-year Plan Mission and Goals (ar004c09)
- Resident Membership of the PHA Governing Board (ar004d09)
- Membership of the Resident Advisory Board (ar004e09)
- FY 2009 Capital Fund Program Annual Statement – RHF 02 (ar004f09)
- FY 2009 Capital Fund Program Annual Statement – RHF 01 (ar004g09)
- FY 2009 Capital Fund Program Annual Statement – CFP (ar004h09)
- Section 8 Homeownership Capacity Statement (ar004i09)
- Voluntary Conversion under Section 22 (ar004j09)

- Description of Homeownership Programs
 - PH Program (ar004k09)
 - S8 Program (ar004l09)

Optional Attachments:

- PHA Management Organizational Chart (ar004m09)
- Capital Fund Program 5-Year Action Plan (ar004n09)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

- Other (List below, providing each attachment name)
 - CGP / Capital Fund Program P & E Reports (ar004o09)
 - Lease Agreement (ar004p09)
 - HCV Administrative Plan Amended Chapters Only (ar004q09)
 - REAC RASS Follow-Up Plan (ar004r09)
 - Tenant Charges (ar004s09)
 - FSS Annual Report (ar004t09)
 - LRHA Education Policy (ar004u09)
 - LRHA Project Based Voucher Policy (ar004v09)

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.

NOTE: Those wishing to examine the plan and supporting documents should phone 501-340-4821 to schedule an appointment.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	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
	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
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	9447	5	5	4	4	4	4
Income >30% but <=50% of AMI	18016	5	5	4	3	4	4
Income >50% but <80% of AMI	13558	3	3	3	2	2	4
Elderly	2907	4	4	4	2	1	4
Families with Disabilities	13324	4	4	3	3	3	2
Race/Ethnicity White (non-Hispanic)	13,707	2	2	2	3	2	1

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- - ability	Supply	Quality	Access- - ibility	Size	Loca- - tion
Race/Ethnicity Black (non- Hispanic)	9,742	4	4	4	3	3	3
Race/Ethnicity Hispanic – All	1,337	3	3	3	3	3	4
Race/Ethnicity Other	1,978	2	2	2	2	3	1

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2004
- 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.

Waiting List: Cumberland Towers

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Elderly	0	0	6	0	0	0	0	0	0	0	6	85.71%
Disabled	0	0	1	0	0	0	0	0	0	0	1	14.29%
Total	0	0	7	0	0	0	0	0	0	0	7	
Total Percent	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Not Assigned	0	0	2	0	0	0	0	0	0	0	2	28.57%
Not Hispanic or Latino	0	0	5	0	0	0	0	0	0	0	5	71.43%
Total	0	0	7	0	0	0	0	0	0	0	7	
Total Percent	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Waiting List: Parris Towers

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Black/African American	0	0	6	0	0	0	0	0	0	0	6	66.67%
Not Assigned	0	0	2	0	0	0	0	0	0	0	2	22.22%
White	0	0	1	0	0	0	0	0	0	0	1	11.11%
Total	0	0	9	0	0	0	0	0	0	0	9	
Total Percent	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Family Composition

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Single	0	0	2	0	0	0	0	0	0	0	2	22.22%
Disabled	0	0	6	0	0	0	0	0	0	0	6	66.67%
Elderly	0	0	1	0	0	0	0	0	0	0	1	11.11%
Total	0	0	9	0	0	0	0	0	0	0	9	
Total Percent	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Ethnicity

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Not Assigned	0	0	2	0	0	0	0	0	0	0	2	22.22%
Not Hispanic or Latino	0	0	7	0	0	0	0	0	0	0	7	77.78%
Total	0	0	9	0	0	0	0	0	0	0	9	
Total Percent	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Waiting List: Powell Towers

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Not Assigned	0	0	2	0	0	0	0	0	0	0	2	4.55%
White	0	0	5	0	0	0	0	0	0	0	5	11.36%
Native Hawaiian/Other Pacific Islander	0	0	1	0	0	0	0	0	0	0	1	2.27%
Black/African American	0	1	33	1	1	0	0	0	0	0	36	81.82%
Total	0	1	41	1	1	0	0	0	0	0	44	
Total Percent	0.00	2.27	93.18	2.27	2.27	0.00	0.00	0.00	0.00	0.00		

Family Composition

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Family	0	1	3	1	1	0	0	0	0	0	6	13.64%
Single	0	0	23	0	0	0	0	0	0	0	23	52.27%
Disabled	0	0	15	0	0	0	0	0	0	0	15	34.09%
Total	0	1	41	1	1	0	0	0	0	0	44	
Total Percent	0.00	2.27	93.18	2.27	2.27	0.00	0.00	0.00	0.00	0.00		

Ethnicity

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Not Assigned	0	0	2	0	0	0	0	0	0	0	2	4.55%
Hispanic or Latino	0	0	2	0	1	0	0	0	0	0	3	6.82%
Not Hispanic or Latino	0	1	37	1	0	0	0	0	0	0	39	88.64%
Total	0	1	41	1	1	0	0	0	0	0	44	
Total Percent	0.00	2.27	93.18	2.27	2.27	0.00	0.00	0.00	0.00	0.00		

Waiting List: Section 8 HCV

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
White	0	35	0	0	0	0	0	0	0	0	35	4.31%
American Indian/Alaska Native	0	2	0	0	0	0	0	0	0	0	2	0.25%

Asian	0	2	0	0	0	0	0	0	0	0	2	0.25%
Black/African American	0	771	0	2	0	0	0	0	0	0	773	95.08%
Native Hawaiian/Other Pacific Islander	0	1	0	0	0	0	0	0	0	0	1	0.12%
Total	0	811	0	2	0	0	0	0	0	0	813	
Total Percent	0.00	99.75	0.00	0.25	0.00	0.00	0.00	0.00	0.00	0.00		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Disabled	0	58	0	0	0	0	0	0	0	0	58	7.13%
Elderly	0	18	0	0	0	0	0	0	0	0	18	2.21%
Single	0	432	0	1	0	0	0	0	0	0	433	53.26%
Family	0	303	0	1	0	0	0	0	0	0	304	37.39%
Total	0	811	0	2	0	0	0	0	0	0	813	
Total Percent	0.00	99.75	0.00	0.25	0.00	0.00	0.00	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Not Hispanic or Latino	0	803	0	2	0	0	0	0	0	0	805	99.02%
Hispanic or Latino	0	8	0	0	0	0	0	0	0	0	8	0.98%
Total	0	811	0	2	0	0	0	0	0	0	813	
Total Percent	0.00	99.75	0.00	0.25	0.00	0.00	0.00	0.00	0.00	0.00		

Waiting List: Sunset Terrace

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
White	0	0	3	9	4	0	0	0	0	0	16	9.09%
Not Assigned	0	0	2	0	0	0	0	0	0	0	2	1.14%
Black/African American	0	0	72	66	18	2	0	0	0	0	158	89.77%
Total	0	0	77	75	22	2	0	0	0	0	176	
Total Percent	0.00	0.00	43.75	42.61	12.50	1.14	0.00	0.00	0.00	0.00		

Waiting List: Sunset Terrace

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Disabled	0	0	3	1	0	0	0	0	0	0	4	2.27%
Family	0	0	28	73	22	2	0	0	0	0	125	71.02%
Single	0	0	46	1	0	0	0	0	0	0	47	26.70%
Total	0	0	77	75	22	2	0	0	0	0	176	
Total Percent	0.00	0.00	43.75	42.61	12.50	1.14	0.00	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Not Assigned	0	0	2	0	0	0	0	0	0	0	2	1.14%
Not Hispanic or Latino	0	0	75	75	22	2	0	0	0	0	174	98.86%
Total	0	0	77	75	22	2	0	0	0	0	176	
Total Percent	0.00	0.00	43.75	42.61	12.50	1.14	0.00	0.00	0.00	0.00		

			Average Days Waiting								Combined
Waiting List	SRO	0	1	2	3	4	5	6	7	8	Average
Cumberland Towers	0	0	41	0	0	0	0	0	0	0	41.00
Parris Towers	0	0	-59	0	0	0	0	0	0	0	-59.00
Powell Towers	0	193	-35,570	35	93	0	0	0	0	0	-33,137.00
Section 8 HCV	0	220	0	434	0	0	0	0	0	0	221.00
Sunset Terrace	0	0	122	181	174	72	0	0	0	0	153.00

Averages for All Waiting Lists: 0 83 -7,093 130 53 14 0 0 0 0 -6,556.20

Waiting List	Average Gross Income	Average Adjusted Income
Cumberland Towers	\$7,773.14	\$7,773.14
Parris Towers	7,153.67	5,912.33
Powell Towers	7,545.77	2,251.64
Section 8 HCV	11,155.65	11,155.65
Sunset Terrace	1,463.43	640.73
Averages for All Waiting Lists:	\$7,018.33	\$5,546.70

Waiting List: Cumberland Towers

Percent that are Handicapped or Disabled: 14.00%
 Total Number of Handicapped or Disabled: 1
 Total Number of Applicants Listed: 7

Number Over Limit for Low Income: 0
 Number Qualifying for Low Income: 0
 Number Qualifying for Very Low Income: 2
 Number Qualifying for Extremely Low Income: 5
 Percent Qualifying for Low Income: 0.00%
 Percent Qualifying for Very Low Income: 29.00%
 Percent Qualifying for Extremely Low Income: 71.00%

Waiting List: Parris Towers

Percent that are Handicapped or Disabled: 67.00%
 Total Number of Handicapped or Disabled: 6
 Total Number of Applicants Listed: 9

Number Over Limit for Low Income: 0
 Number Qualifying for Low Income: 0
 Number Qualifying for Very Low Income: 2
 Number Qualifying for Extremely Low Income: 7
 Percent Qualifying for Low Income: 0.00%
 Percent Qualifying for Very Low Income: 22.00%
 Percent Qualifying for Extremely Low Income: 78.00%

Waiting List: Powell Towers

Percent that are Handicapped or Disabled: 34.00%
 Total Number of Handicapped or Disabled: 15
 Total Number of Applicants Listed: 44

Number Over Limit for Low Income: 0
 Number Qualifying for Low Income: 0
 Number Qualifying for Very Low Income: 4
 Number Qualifying for Extremely Low Income: 40
 Percent Qualifying for Low Income: 0.00%
 Percent Qualifying for Very Low Income: 9.00%
 Percent Qualifying for Extremely Low Income: 91.00%

Waiting List: Section 8 HCV

Percent that are Handicapped or Disabled: 7.00%
 Total Number of Handicapped or Disabled: 58
 Total Number of Applicants Listed: 813

Number Over Limit for Low Income:	4
Number Qualifying for Low Income:	15
Number Qualifying for Very Low Income:	198
Number Qualifying for Extremely Low Income:	596
Percent Qualifying for Low Income:	2.00%
Percent Qualifying for Very Low Income:	24.00%
Percent Qualifying for Extremely Low Income:	73.00%

Waiting List: Sunset Terrace

Percent that are Handicapped or Disabled:	2.00%
Total Number of Handicapped or Disabled:	4
Total Number of Applicants Listed:	176

Number Over Limit for Low Income:	0
Number Qualifying for Low Income:	0
Number Qualifying for Very Low Income:	1
Number Qualifying for Extremely Low Income:	175
Percent Qualifying for Low Income:	0.00%
Percent Qualifying for Very Low Income:	1.00%
Percent Qualifying for Extremely Low Income:	99.00%

Is the waiting list closed (select one)? Only for the HCV Program

If yes:

How long has it been closed (# of months) Since Spring 2008

Does the PHA expect to reopen the list in the PHA Plan year? We reserve the right to do so, if needed. It is not anticipated based upon the current allocation of vouchers and funding, nevertheless HUD may issue new vouchers and additional program funds, if so the PHA will reopen the list, if needed.

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? Yes. Special HCV Programs fall into this program.

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 assistance.
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below) Purchase Affordable Housing Units

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

- Maintain designation of public housing for the elderly : NOTE: Two developments are designated for the elderly / near elderly (*Parris & Cumberland Towers*)
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below) Assisted Living Opportunities

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2009 grants)		
a) Public Housing Operating Fund	\$2,997,107 (estimate)	Housing Operations
b) Public Housing Capital Fund	\$1.M (Estimate)	Capital Improvements, training, other eligible items
c) RHF	\$1 M	Replacement Housing
d) HOPE VI Revitalization	\$18 M	Replacement Housing
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$11 M (estimate)	HAP / UAP / Admin Fee
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	HUD grant no longer available	
g) Resident Opportunity and Self-Sufficiency Grants	\$200K, competitive proposal, if awarded	Resident supportive services
h) Community Development Block Grant	TBD	Eligible program activity
i) HOME	TBD	Eligible program activity
Other Federal Grants (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)		
RHF	\$1-3M	Eligible RHF program activity

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) Initial eligibility is determined at the time a family makes application. Certification of the eligibility is made when families are within 60 days of being offered a unit. This may vary based upon the unit size the family is eligible for and the vacancy availability.

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, if determined necessary
- Other (describe)
Past due balance to LRHA and other PHAs.
Ability to Live Independently
LRHA takes appropriate action before admission to verify the citizenship / immigration status of each household member as required under Federal law.

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

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

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

(2)Waiting List Organization

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

- Community-wide list
 Sub-jurisdictional lists
 Site-based waiting lists: Currently implemented for
 Madison Heights Phase I, II and III, (Privately Managed Properties)
 HAGM (Privately Managed Property)
 Sunset Terrace
 Parris Towers
 Cumberland Towers
 Powell Towers

Other (describe)

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? Eight: Madison Heights Phases 1, 2, & 3; HAGM; Parris, Powell, Cumberland and Sunset Terrace

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

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

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

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

- Other (list below) The PHA will provide specific information about the Site Based Waiting list process at all administrative and management offices; however the applicant must make application at the location to which they would like to apply. Upon request, applications may be sent via U. S. Postal Service for elderly and disabled persons.

LRHA Website: www.lrhousing.org

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
 Two
 Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
 Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
 Overhoused
 Underhoused
 Medical justification
 Administrative reasons determined by the PHA (e.g., to permit modernization work)
 Resident choice: (state circumstances below)
 Other: (list below)
Incentive Transfers
Demolition / Disposition of PHA proposed units
- c. Preferences
1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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) PHA generated newsletter and other correspondence delivered to residents and the general population.

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)
 When requested by the PHA if the PHA has verifiable information to substantiate the fact that the household composition has changed.

(6) Deconcentration and Income Mixing

Component 3, (6) Deconcentration and Income Mixing

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

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

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) LRHA responds to landlord inquiries, i.e., whether damage claims were paid during prior Section 8 occupancy(s), previous PH account

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)
Previous rental history of client and other regulation approved information.

(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)
Section 8 Wait List is closed, it may be reopened during the fiscal year.

(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:

Extenuating circumstances such as hospitalization or a family emergency for an extended period of time, which has affected the family's history to find a unit.

The HA is satisfied that the family made every reasonable effort to find a unit, including seeking the assistance of the HA, throughout the initial 60 day period.

The family was prevented from finding a unit due to disability accessibility requirements or large size (number of) bedroom unit requirement.

All extension requests require verifiable documentation.

(4) Admissions Preferences

- a. Income targeting

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

- b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

1 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)

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

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

- Date and time of application
- Drawing (lottery) or other random choice technique, date and time stamped after the random selection.

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below) Website

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 Policy*

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

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

For specified general occupancy developments

- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

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

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) FMR

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR (for 2 bedrooms)
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

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

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

- b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below) Please see attached policy.

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

See attached org chart

- 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	800	20%
Section 8 Vouchers	1900	15-20%
Section 8 Certificates	0	
Section 8 Mod Rehab	8	15 – 20%
Special Purpose Section 8 Vouchers (list individually)		
FUP	100	20%-25%
VOA	50	20%-25%
VASH	100	20%-25%
AR CARES	25	10%
CATCH	25	50%
MFP	5	50%

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 (A.C.O.P.)
 - Maintenance Plan and Charges
 - Personnel Policies
 - Procurement Policies
 - Pet Policy
 - Facilities Use Policy
 - House Rules (high-rise buildings)
 - Preventative Maintenance / Pest Eradication Policy
 - Grievance Policy
 - Community Service Policy
 - PH Homeownership Plan
 - Banned Policy

- (2) Section 8 Management: (list below)
- Administrative Plan
 - Owner's Briefing Manual
 - Landlord Briefing CD
 - HQS Briefing CD
 - Family Self Sufficiency Action Plan
 - Personnel Policies
 - Procurement Policies
 - Grievance Policy
 - HCV Homeownership Plan
 - HCV Project Based Voucher Policy

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below) Correspondence to the participant will designate to whom, where and the timeline

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 ar004108)

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name ar004m08)

-or-

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

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

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

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

1. Development name:

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: all eligible family sites

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: Proposed revitalization of Ives Homes, perhaps Sunset Terrace and Hollinsworth Grove land. The PHA is also working to secure the HUD owned land locate on Chester Street. The land is currently deeded to Philander Smith College. Areas in East Little Rock, South Little Rock and West Little Rock.

- 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: Replacement Housing Factor Plan Activities

8. Demolition and Disposition

[24 CFR Part 903.79 (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: Hollinsworth Grove 1b. Development (project) number: AR 004-005
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (2008)
5. Number of units affected: 165
6. Coverage of action (select one) <input type="checkbox"/> Part of the development - <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: TBD b. Projected end date of activity: TBD

1a. Development name: Former LRHA Maintenance Office, 201 E. Roosevelt Rd, LR 72201 1b. Development (project) number: AR004-003
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>

3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>2008</u>
5. Number of units affected: 0 6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development – <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: Within 12 months of execution of lease agreement b. Projected end date of activity: Determined by the lease agreement

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: Fred Parris Towers
1b. Development (project) number: AR 004-009
2. Designation type: Occupancy by only the elderly and near elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>

<p>3. Application status (select one)</p> <p>Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/></p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input type="checkbox"/></p>
<p>4. Date this designation approved, submitted, or planned for submission: (02/2005)</p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input checked="" type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 250</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>

Designation of Public Housing Activity Description
<p>1a. Development name: Cumberland Towers</p> <p>1b. Development (project) number: AR 004-010</p>
<p>2. Designation type:</p> <p>Occupancy by only the elderly and near elderly <input checked="" type="checkbox"/></p> <p>Occupancy by families with disabilities <input type="checkbox"/></p> <p>Occupancy by only elderly families and families with disabilities <input type="checkbox"/></p>
<p>3. Application status (select one)</p> <p>Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/></p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input type="checkbox"/></p>
<p>4. Date this designation approved, submitted, or planned for submission: (02/2005)</p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input checked="" type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 168</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: New Horizon Village (Formerly Ives Walk Site)	
1b. Development (project) number: TBD	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (2007)	

5. Number of units affected: up to 17 Homes
6. Coverage of action: (select one)
<input type="checkbox"/> Part of the development
<input checked="" type="checkbox"/> Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: TBD
1b. Development (project) number: TBD
2. Federal Program authority:
<input type="checkbox"/> HOPE I
<input type="checkbox"/> 5(h)
<input type="checkbox"/> Turnkey III
<input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)
<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program
<input type="checkbox"/> Submitted, pending approval
<input checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (2009)
6. Number of units affected: up to 25 Homes
6. Coverage of action: (select one)
<input type="checkbox"/> Part of the development
<input checked="" type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description: See Attached Homeownership Plan

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 FSS 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: FSS Participant

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
- Public housing admissions policies

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Section 8 FSS</i>	<i>50</i>	<i>Voluntary</i>	<i>Section 8 Office</i>	<i>Section 8</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2008 Estimate)	Actual Number of Participants
Public Housing		
Section 8	100	

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - Informing residents of new policy on admission and reexamination
 - Actively notifying residents of new policy at times in addition to admission and reexamination.
 - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - Establishing a protocol for exchange of information with all appropriate TANF agencies (using EIV and other sources)
 - Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents

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

3. Which developments are most affected? (list below)
Powell Towers, Parris Towers and Sunset Terrace

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)

2. Which developments are most affected? (list below)
Powell Towers, Parris Towers and Sunset Terrace

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)
Powell Towers, Parris Towers and Sunset Terrace

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 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 2003 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment.

HUD ceased the PHDEP program. Future funding is not established.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?

(If no, skip

to component 17.)

2. Yes No: Was the most recent fiscal audit submitted to HUD?

3. Yes No: Were there any findings as the result of that audit?

4. Yes No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? 2

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

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 Council was supportive of all PHA proposed policies and plans.

3. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

Other: (describe) Self-nomination. Candidates registered with the PHA and were interviewed by RAB members. Candidate was submitted to the full Board for consideration and appointment. The City of Little Rock Board of Directors ratified the appointment.

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

City of Little Rock

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)
Increasing affordable housing in the City.
Resident participation in the development of neighborhoods.
- Other: (list below)

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

Increase the housing availability for low-income individuals and families.
Increase housing opportunities for senior citizens and disabled persons.
Increase the quality of housing for low-income families and individuals.

D. Other Information Required by HUD

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

Attachments

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

Attachments are provided separately.

Admissions Policy for Deconcentration

Background

Included in Quality Housing and Work Responsibility Act of 1998 (QHWRA or Housing Reform Act) is a requirement that public housing authorities submit, with their Agency Plan, an admissions policy designed to promote income-mixing within public housing complexes. The U.S. Department of Housing and Urban Development (HUD) established “income-mixing” rules and tools for evaluation of the current income-mix. The procedures are delineated, “*Rule to Deconcentrate Poverty and Promote Integration in Public Housing; Final Rule*”, published in the Federal Register as 24 CFR Part 903 and dated 22 December 2000.

Policy

The intent of the deconcentration policy is to promote mixed-income developments through the use of admissions incentives. The QHWRA specifically states that specific income and/or racial quotas may not be imposed. Deconcentration can only occur through admissions procedures. Families currently residing in developments will not be affected by the regulations.

Additionally, families seeking admission to public housing may be offered incentives to choose a housing unit in a development in need of higher or lower income families to provide required income-mixing. Under no circumstances shall any adverse action be taken toward a family who chooses not to accept the incentive and refuses housing in the offered development.

Determination of Covered Developments

Only certain developments within a housing authority are covered by the deconcentration rule. All LRHA properties are exempt because they are designated as elderly and near elderly (Parris Towers (AR 004-009); Cumberland Towers (AR 004-010) and designated elderly and disabled Powell Towers (AR 004-011), have fewer than 100 units (Sunset Terrace AR 004-01) and developments with an established mixed-income plan (Madison Heights AR 004 – 018/018 and Homes at Granite Mountain AR 004-020).

Required Established Income Ranges

The Deconcentration Rule outlines the method under which average incomes are determined for each complex. Using a formula that assigns a bedroom size “factor”, the calculation is made by taking the average of the total incomes within the complex, adjusted for bedroom size. The averages for each site are then added together and averaged for “an authority-wide” income. Based on the authority-wide average income, each complex must then fit into a range of between 85% and 115% of the authority-wide average income. The range must be evaluated once per year and results included in the Agency Plan, along with plans to correct situations where a complex is “out-of-range”.

Current Status of Little Rock Housing Authority Sites

The LRHA sites are currently within the Established Income Range, therefore, no corrective action is needed at this time.

Procedure for Corrective Action When Required

The Deconcentration Rule requires admission policy procedures to correct imbalances within sites that do not meet the Established Income Range. The procedures are as follows:

- 1) When a development is determined to be outside of the Established Income Range, the Property Manager will notify the Director of Real Estate Development. They will evaluate the degree to which the identified development is outside of the Established Income Range. A determination will be made as to why the situation developed, i.e. is there an identifiable reason that caused the situation to occur? When the determination is made, then a corrective plan of action will be developed. For example, capital improvements may be needed to make the site more desirable and such improvements may be included in the capital budget.
- 2) Depending on the reason for the situation, there may be a need to skip a family on the waiting list in an effort to further the goals of deconcentration. HUD has established that “skipping” for the purposes of deconcentration does not constitute an adverse action.
- 3) The LRHA may choose to justify to HUD the reason that the complex is outside of the Established Income Range.
- 4) LRHA may choose to provide incentives, including an affirmative marketing plan, rent incentives or adding additional amenities to the site.

The chosen admission activities shall occur until the development is within the Established Income Range.

Fair Housing

No action of the housing authority in attempting to achieve deconcentration and income mixing shall violate Fair Housing policies.

Revised March 2008

Little Rock Housing Authority Site Based Waiting List Mixed-Income Property

Demographic Report

Waiting List: Homes At GM

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Black/African American	0	0	33	145	25	1	0	0	0	0	204	98.55%
White	0	0	0	1	0	0	0	0	0	0	1	0.48%
Not Assigned	0	0	1	1	0	0	0	0	0	0	2	0.97%
Total	0	0	34	147	25	1	0	0	0	0	207	
Total Percent	0.00	0.00	16.43	71.01	12.08	0.48	0.00	0.00	0.00	0.00		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Elderly	0	0	0	3	0	0	0	0	0	0	3	1.45%
Disabled	0	0	12	8	0	0	0	0	0	0	20	9.66%
Single	0	0	1	1	0	0	0	0	0	0	2	0.97%
Family	0	0	21	135	25	1	0	0	0	0	182	87.92%
Total	0	0	34	147	25	1	0	0	0	0	207	
Total Percent	0.00	0.00	16.43	71.01	12.08	0.48	0.00	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Not Hispanic or Latino	0	0	33	146	25	1	0	0	0	0	205	99.03%
Not Assigned	0	0	1	1	0	0	0	0	0	0	2	0.97%
Total	0	0	34	147	25	1	0	0	0	0	207	
Total Percent	0.00	0.00	16.43	71.01	12.08	0.48	0.00	0.00	0.00	0.00		

Waiting List: Madison Heights 1

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
White	0	0	1	0	0	0	0	0	0	0	1	0.51%
Not Assigned	0	0	0	1	0	0	0	0	0	0	1	0.51%
Black/African American	0	0	111	65	19	0	0	0	0	0	195	98.98%
Total	0	0	112	66	19	0	0	0	0	0	197	
Total Percent	0.00	0.00	56.85	33.50	9.64	0.00	0.00	0.00	0.00	0.00		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Disabled	0	0	43	6	0	0	0	0	0	0	49	24.87%
Family	0	0	54	60	19	0	0	0	0	0	133	67.51%
Single	0	0	1	0	0	0	0	0	0	0	1	0.51%
Elderly	0	0	14	0	0	0	0	0	0	0	14	7.11%
Total	0	0	112	66	19	0	0	0	0	0	197	
Total Percent	0.00	0.00	56.85	33.50	9.64	0.00	0.00	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Hispanic or Latino	0	0	1	1	0	0	0	0	0	0	2	1.02%
Not Assigned	0	0	0	1	0	0	0	0	0	0	1	0.51%
Not Hispanic or Latino	0	0	111	64	19	0	0	0	0	0	194	98.48%
Total	0	0	112	66	19	0	0	0	0	0	197	
Total Percent	0.00	0.00	56.85	33.50	9.64	0.00	0.00	0.00	0.00	0.00		

Waiting List: Madison Heights 2

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Black/African American	0	0	111	64	21	0	0	0	0	0	196	98.99%
White	0	0	1	0	0	0	0	0	0	0	1	0.51%
Not Assigned	0	0	0	1	0	0	0	0	0	0	1	0.51%
Total	0	0	112	65	21	0	0	0	0	0	198	
Total Percent	0.00	0.00	56.57	32.83	10.61	0.00	0.00	0.00	0.00	0.00		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Single	0	0	1	0	0	0	0	0	0	0	1	0.51%
Family	0	0	54	59	21	0	0	0	0	0	134	67.68%
Elderly	0	0	14	0	0	0	0	0	0	0	14	7.07%
Disabled	0	0	43	6	0	0	0	0	0	0	49	24.75%
Total	0	0	112	65	21	0	0	0	0	0	198	
Total Percent	0.00	0.00	56.57	32.83	10.61	0.00	0.00	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Hispanic or Latino	0	0	1	1	0	0	0	0	0	0	2	1.01%
Not Hispanic or Latino	0	0	111	63	21	0	0	0	0	0	195	98.48%
Not Assigned	0	0	0	1	0	0	0	0	0	0	1	0.51%
Total	0	0	112	65	21	0	0	0	0	0	198	
Total Percent	0.00	0.00	56.57	32.83	10.61	0.00	0.00	0.00	0.00	0.00		

Waiting List: Madison Heights 3

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Black/African American	0	0	56	33	40	0	0	0	0	0	129	98.47%
White	0	0	1	1	0	0	0	0	0	0	2	1.53%
Total	0	0	57	34	40	0	0	0	0	0	131	
Total Percent	0.00	0.00	43.51	25.95	30.53	0.00	0.00	0.00	0.00	0.00		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Elderly	0	0	6	0	1	0	0	0	0	0	7	5.34%
Family	0	0	28	34	36	0	0	0	0	0	98	74.81%
Disabled	0	0	23	0	3	0	0	0	0	0	26	19.85%
Total	0	0	57	34	40	0	0	0	0	0	131	
Total Percent	0.00	0.00	43.51	25.95	30.53	0.00	0.00	0.00	0.00	0.00		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Not Hispanic or Latino	0	0	57	34	40	0	0	0	0	0	131	100.00%
Total	0	0	57	34	40	0	0	0	0	0	131	
Total Percent	0.00	0.00	43.51	25.95	30.53	0.00	0.00	0.00	0.00	0.00		

Waiting List	SRO	Average Days Waiting								Combined Average	
	0	1	2	3	4	5	6	7	8		
Homes At GM	0	0	875	630	294	414	0	0	0	0	629.00
Madison Heights 1	0	0	1,029	620	734	0	0	0	0	0	864.00
Madison Heights 2	0	0	1,029	660	710	0	0	0	0	0	874.00
Madison Heights 3	0	0	1,071	1,072	1,076	0	0	0	0	0	1,073.00
Averages for All Waiting Lists:	0	0	1,001	746	704	104	0	0	0	0	860.00

Waiting List	Average Gross Income	Average Adjusted Income
Homes At GM	\$5,069.76	\$3,261.91
Madison Heights 1	6,770.84	2,240.65
Madison Heights 2	6,946.34	2,439.03
Madison Heights 3	\$2,690.63	\$2,395.76
Averages for All Waiting Lists:	\$5,369.39	\$2,584.34

Waiting List: Homes At GM

Percent that are Handicapped or Disabled:	10.00%
Total Number of Handicapped or Disabled:	20
Total Number of Applicants Listed:	207
Number Over Limit for Low Income:	0
Number Qualifying for Low Income:	4
Number Qualifying for Very Low Income:	14
Number Qualifying for Extremely Low Income:	189
Percent Qualifying for Low Income:	2.00%
Percent Qualifying for Very Low Income:	7.00%
Percent Qualifying for Extremely Low Income:	91.00%

Waiting List: Madison Heights 1

Percent that are Handicapped or Disabled:	25.00%
Total Number of Handicapped or Disabled:	49
Total Number of Applicants Listed:	197
Number Over Limit for Low Income:	0
Number Qualifying for Low Income:	1
Number Qualifying for Very Low Income:	8
Number Qualifying for Extremely Low Income:	188
Percent Qualifying for Low Income:	1.00%
Percent Qualifying for Very Low Income:	4.00%
Percent Qualifying for Extremely Low Income:	95.00%

Waiting List: Madison Heights 2

Percent that are Handicapped or Disabled:	25.00%
Total Number of Handicapped or Disabled:	49
Total Number of Applicants Listed:	198
Number Over Limit for Low Income:	0
Number Qualifying for Low Income:	1
Number Qualifying for Very Low Income:	10
Number Qualifying for Extremely Low Income:	187
Percent Qualifying for Low Income:	1.00%
Percent Qualifying for Very Low Income:	5.00%
Percent Qualifying for Extremely Low Income:	94.00%

Waiting List: Madison Heights 3

Percent that are Handicapped or Disabled:	20.00%
Total Number of Handicapped or Disabled:	26
Total Number of Applicants Listed:	131
Number Over Limit for Low Income:	0
Number Qualifying for Low Income:	0
Number Qualifying for Very Low Income:	8

Number Qualifying for Extremely Low Income: 123
Percent Qualifying for Low Income: 0.00%
Percent Qualifying for Very Low Income: 6.00%
Percent Qualifying for Extremely Low Income: 94.00%

LITTLE ROCK HOUSING AUTHORITY RESIDENT INITIATIVES

PHA Goal: Expand the supply of assisted housing.

Objective: Leverage private or other public funds to create additional housing opportunities.

Amelia B. Ives Community Redevelopment Initiative, Phase I

Completed the construction of 17 single family homes on the former Ives Walk public housing sites. The homes are for sale to first time homebuyers. The Authority owns eight properties adjacent / contiguous to the property to build additional housing. The goal is to establish a significant homeowner presence within the South End community, to stabilize the neighborhood and to attract additional public/private investment.

Amelia B. Ives Phase II

The Little Rock Housing Authority, along with its development partner McCormack Baron Salazar, are in the construction phase of 120 new rental units made up of public housing, LIHTC units and market rate units. The proposed development mix will be PHA / LIHTC (30%), LIHTC / Non PHA (40%) and Market Rate (30%).

HUD Replacement Housing Factor Funds and PHA Capital Funds of approximately \$5,000,000 will be used to construct the 36 public housing units, pay for site preparation and LRHA overhead. The LRHA is leveraging its public dollars two to one in this \$15 million project.

The units will consist of 22 two-story buildings comprised of attached townhouses or stacked garden (one story) apartments. Building exteriors will have handsome features including brick and vinyl siding, and the property will offer off-street parking, attractive landscaping, an on-site playground for children, and a community garden. Handicapped accessible and adaptable units and designated handicapped parking will be provided.

Apartments are efficiently designed to accommodate the needs of families, with maximized living spaces and minimal hallways and common corridors. Gross square footages include: six, 756 NSF one-bedroom gardens (10%); eight, 965 NSF two-bedroom gardens (13%); thirty-eight, 970 NSF two-bedroom townhouses (64%); two, 1,200 NSF three-bedroom gardens (3%); and six, 1,350 nsf three-bedroom townhouses (10%). All interior and exterior finishes will be of high quality with an emphasis on low maintenance materials, attractive details and energy efficiency.

A 2,040 gross square foot Management/Maintenance Building will provide offices for on-site management and maintenance staff, as well as a community room, and fitness room. Site features include a fully equipped playground and a community garden.

Amenities beyond those required include microwave, dishwasher, washer and dryer, security system, waste disposal and window treatments in every apartment, as well as certain Universal Design elements. Fully accessible units will include additional Universal Design elements. Other amenities provided are covered rear entries at each apartment, fenced sites, a playground and a community garden.

Energy saving features will include Energy Star labeled dishwashers, refrigerators, clothes washers, air source heat pump HVAC systems, and hot water heaters. Automatic shut-off controls for lavatory faucets in the Management Building, occupancy sensors for lights in all closets, storage rooms, and bathrooms, and additional exterior wall insulation.

The proposed development will revitalize a large part of this neighborhood and provide a pleasant place for families to live comfortably and securely, in a mixed income development with apartments available to families in a large range of incomes.

PHA Goal: Improve the quality of assisted housing

Objectives: Renovate or modernize public housing
Demolish or dispose of obsolete housing units

- Replaced the chiller system in Parris Towers and Powell Towers.
- Replaced the furniture at Parris Towers.
- Submitted a disposition application to the DHUD for the leasing of 1000 Wolfe Street to Arkansas Children's Hospital.
- Relocated all families from the Hollinsworth Grove PH development.
- Submitted a disposition application to the DHUD for the leasing of 201 East Roosevelt Road to Harmony Health Clinic.
- Submitted demolition / disposal application for Ives Homes site.
- Renovated units in Powell Towers to enhance the energy efficiency and marketability.
- Procured a consultant to assist with completing an Energy Performance Contract (EPC) for the high-rises.

PHA Goal: Improve community quality of life and economic vitality

Objectives: Provide an improved living environment

- The Little Rock Housing Authority HCV program was designated as a standard performer agency. The score was greatly improved from previous years.
- The score for conventional housing program was also standard performer at 83 points.
- The LRHA will aggressively assist residents via the Section 3 program as part of the construction of the two new developments being constructed.
- The Authority implemented the final phase of Asset Management and Project Based Budgeting. This is in response to various HUD directives / guidance.
- LRHA's administrative offices relocated to 100 South Arch Street. The move has been an enhancement in overall customer service and program efficiency.

Resident Membership of the PHA Governing Board

RESIDENT COMMISSIONER:	Ms. Carolyn Polite (Appointed by LRHA Board / Affirmation by City Directors)
Appointed:	08/29/2007*
Affirmed:	10/2/2007
Reappointed:	N/A
Term Expires:	09/2010 (Serving the remaining term of Wilma Swinney; eligible to serve two additional 5 year terms)

LRHA

Resident Advisory Council Membership

Name	Development
Aaliyah Khabeer	Cumberland
Ruthie M. Belcher	Powell
Pearlie Gant	Cumberland
Melvin Pickens	Cumberland
Rochelle Ward	Powell
Takuna Tarhakah	Parris
Linda Sims	Parris

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the City of Little Rock, Arkansas	Grant Type and Number CFP Grant No: RHF Grant No. AR37R004502-09	Federal FY of Grant: 2009
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Original Annual Statement **Reserve for Disasters / Emergencies** **Revised Annual Statement (Rev:)**
Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimate Cost Original	Total Estimate Cost Revised	Total Actual Cost Obligated	Total Actual Cost 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 Improvements				
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 Activites	\$ 543,128	\$ -	\$ -	\$ -
19	1502 Contingency				
XX	Amount of Annual Grant: (sum of lines....)	\$ 543,128	\$ -	\$ -	\$ -
	Amount of Line XX Related to LBP Activities				

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the City of Little Rock, Arkansas	Grant Type and Number CFP Grant No: RHF Grant No. AR37R004502-09	Federal FY of Grant: 2009
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Original Annual Statement **Reserve for Disasters / Emergencies** **Revised Annual Statement (Rev:)**
Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimate Cost Original	Total Estimate Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
	Amount of Line XX Related to Section 504 Compliance				
	Amount of Line XX Related to Security Soft Costs				
	Amount of Line XX Related to Security-- Hard Cost				
	Amount of Line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Services				

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: RHF Grant No.AR37R004502-09				Federal FY of Grant: 2009	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
Signature of Executive Director and Date						Signature of Public Housing Director and Date		

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the City of Little Rock, Arkansas	Grant Type and Number CFP Grant No: RHF Grant No. AR37R004501-09	Federal FY of Grant: <div style="text-align: center; font-size: 1.2em;">2009</div>
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Original Annual Statement Reserve for Disasters / Emergencies Revised Annual Statement (Rev:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimate Cost Original	Total Estimate Cost Revised	Total Actual Cost Obligated	Total Actual Cost 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 Improvements				
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 Activites	\$ 268,054	\$ -	\$ -	\$ -
19	1502 Contingency				
XX	Amount of Annual Grant: (sum of lines....)	\$ 268,054	\$ -	\$ -	\$ -
	Amount of Line XX Related to LBP Activities				

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the City of Little Rock, Arkansas	Grant Type and Number CFP Grant No: RHF Grant No. AR37R004501-09	Federal FY of Grant: 2009
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Original Annual Statement **Reserve for Disasters / Emergencies** **Revised Annual Statement (Rev:)**
Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimate Cost Original	Total Estimate Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
	Amount of Line XX Related to Section 504 Compliance				
	Amount of Line XX Related to Security Soft Costs				
	Amount of Line XX Related to Security-- Hard Cost				
	Amount of Line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Services				

Signature of Executive Director and Date	Signature of Public Housing Director and Date
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Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: RHF Grant No.AR37R004501-09				Federal FY of Grant: 2009	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
AR4-03 / 06	Development Activities	1499		\$ 268,054				
Ives Homes	SUBTOTAL	1499		\$ 268,054	\$ -	\$ -	\$ -	
/Ives Walk								
PHA-WIDE	Tech. & Non-Tech. Salaries	1410						
	SUBTOTAL	1410						
PHA-WIDE	Architect/Engineers Fees	1430						
	SUBTOTAL	1430						
PHA-WIDE	Relocation Costs	1495						
	SUBTOTAL	1495						
PHA-WIDE	Contingency	1502						
	SUBTOTAL	1502						
	TOTAL			\$ 268,054	\$ -	\$ -	\$ -	
Signature of Executive Director and Date					Signature of Public Housing Director and Date			

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the City of Little Rock, Arkansas	Grant Type and Number CFP Grant No: AR37P00450109 RHF Grant No.	Federal FY of Grant: 2009
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Original Annual Statement 9/30/08 Reserve for Disasters / Emergencies Revised Annual Statement (Rev:
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimate Cost Original	Total Estimate Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
1	Total non-CFP Funds				
2	1406 Operations	\$ 125,000	\$ -	\$ -	\$ -
3	1408 Management Improvements	\$ 100,000	\$ -	\$ -	\$ -
4	1410 Administration	\$ 84,000	\$ -	\$ -	\$ -
5	1411 Audit	\$ 2,000			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 98,157	\$ -	\$ -	\$ -
8	1440 Site Acquisition	\$ -	\$ -	\$ -	\$ -
9	1450 Site Improvements	\$ 40,000	\$ -	\$ -	\$ -
10	1460 Dwelling Structures	\$ 627,403	\$ -	\$ -	\$ -
11	1465.1 Dwelling Equipment-- Nonexpendable	\$ 40,000	\$ -	\$ -	\$ -
12	1470 Nondwelling Structures	\$ 5,000	\$ -	\$ -	\$ -
13	1475 Nondwelling Equipment	\$ 7,500	\$ -	\$ -	\$ -
14	1485 Demolition	\$ -	\$ -	\$ -	\$ -
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495-1 Relocation Costs	\$ 10,000	\$ -	\$ -	\$ -
18	1499 Development Activites		\$ -	\$ -	\$ -
19	1502 Contingency	\$ 128,000	\$ -	\$ -	\$ -
XX	Amount of Annual Grant: (sum of lines....)	\$ 1,267,060	\$ -	\$ -	\$ -
	Amount of Line XX Related to LBP Activities				
	Amount of Line XX Related to Section 504 Compliance	\$ 50,000			
	Amount of Line XX Related to Security Soft Costs	\$ 45,000			
	Amount of Line XX Related to Security-- Hard Cost				
	Amount of Line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Services				

Signature of Executive Director and Date	Signature of Public Housing Director and Date
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Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450109 RHF Grant No.				Federal FY of Grant: 2009	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
PHA-WIDE	Operations	1406		\$ 125,000				
	SUBTOTAL	1406		\$ 125,000	\$ -	\$ -	\$ -	
PHA-WIDE	Computer Software/Management	1408		\$ 15,000				
	Consultant Fees	1408		\$ 20,500				
	Resident Training	1408		\$ 7,500				
	Maint. & Other Staff Training	1408		\$ 7,000				
	Maintenance Improvements	1408		\$ 5,000				
	Security	1408		\$ 45,000				
	SUBTOTAL	1408		\$ 100,000	\$ -	\$ -	\$ -	
PHA-WIDE	Tech. & Non-Tech. Salaries	1410		\$ 67,000				
	Travel Related to CFP	1410		\$ 8,000				
	Publications Related to CFP	1410		\$ 2,000				
	Telephone/Fax etc.	1410		\$ 2,000				
	Sundry (Advertisements etc.)	1410		\$ 5,000				
	SUBTOTAL	1410		\$ 84,000	\$ -	\$ -	\$ -	
PHA-WIDE	Architect/Engineers Fees	1430		\$ 70,000				
	Inspection Costs	1430		\$ 5,000				

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450109 RHF Grant No.				Federal FY of Grant: 2009	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	Sundry Planning	1430		\$ 23,157				
	SUBTOTAL	1430		\$ 98,157	\$ -	\$ -	\$ -	
PHA-WIDE	Non-Dwelling Structures	1470		\$ 5,000				
	SUBTOTAL	1470		\$ 5,000	\$ -	\$ -	\$ -	
PHA-WIDE	Non-Dwelling Equipment	1475		\$ 7,500				
	SUBTOTAL	1475		\$ 7,500	\$ -	\$ -	\$ -	
PHA-WIDE	Relocation Costs	1495		\$ 10,000				
	SUBTOTAL	1495		\$ 10,000	\$ -	\$ -	\$ -	
PHA-WIDE	Contingency	1502		\$ 128,000				
	SUBTOTAL	1502		\$ 128,000	\$ -	\$ -	\$ -	
PHA-WIDE	Site Acquisition	1440						
	SUBTOTAL	1440		\$ -	\$ -	\$ -	\$ -	
PHA-WIDE	Non-Routine Unit Maintenance	1460		\$ -	\$ -	\$ -		
	SUBTOTAL	1460		\$ -	\$ -	\$ -	\$ -	

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450109 RHF Grant No.				Federal FY of Grant: 2009	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
AR4-01	Site Improvements (landscape, sidewalks, lighting, utilities, etc.)	1450		\$ 15,000				
Terrace	SUBTOTAL	1450		\$ 15,000	\$ -	\$ -	\$ -	
	Refurbish units (bathrooms, patch & paint, heat A/C, Kitchens, etc.)	1460	15	\$ 141,850				
	SUBTOTAL	1460		\$ 141,850	\$ -	\$ -	\$ -	
	Dwelling Equipment	1465.1		\$ 10,000				
	SUBTOTAL	1465.1		\$ 10,000	\$ -	\$ -	\$ -	
	Demolition	1485		\$ -				
	SUBTOTAL	1485		\$ -	\$ -	\$ -	\$ -	
	TOTAL AR4-01			\$ 166,850	\$ -	\$ -	\$ -	
AR4-03	Refurbish units (bathrooms, patch							
Ives Homes	Paint, heat & A/C, kitchens, etc.)	1460		\$ -				
	SUBTOTAL	1460		\$ -	\$ -	\$ -	\$ -	

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450109 RHF Grant No.				Federal FY of Grant: 2009	
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	Site Improvements (landscape, sidewalks, lighting, utilities, etc.)	1450		\$ -				
	SUBTOTAL	1450		\$ -	\$ -	\$ -	\$ -	
	Dwelling Equipment	1465.1		\$ -				
	SUBTOTAL	1465.1		\$ -	\$ -	\$ -	\$ -	
	Demolition	1485		\$ -				
	SUBTOTAL	1485		\$ -	\$ -	\$ -	\$ -	
	TOTAL AR4-03			\$ -	\$ -	\$ -	\$ -	
AR4-06	Refurbish units (bathrooms, patch Ives Walk Paint, heat & A/C, kitchens, etc.)	1460		\$ -				
	SUBTOTAL	1460		\$ -	\$ -	\$ -	\$ -	
	Site Improvements (landscape, sidewalks, lighting, utilities, etc.)	1450		\$ -				
	SUBTOTAL	1450		\$ -	\$ -	\$ -	\$ -	

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450109 RHF Grant No.				Federal FY of Grant: 2009	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	Demolition	1485		\$ -				
	SUBTOTAL	1485		\$ -	\$ -	\$ -		
	TOTAL AR4-06			\$ -	\$ -	\$ -	\$ -	
AR4-05	Refurbish units (bathrooms, patch							
Hollinsworth	Paint, heat & A/C, kitchens, etc.)	1460						
Grove	SUBTOTAL	1460		\$ -	\$ -	\$ -	\$ -	
	Site Improvements (landscape,							
	sidewalks, lighting, utilities, etc.)	1450						
	SUBTOTAL	1450		\$ -	\$ -	\$ -	\$ -	
	Dwelling Equipment	1465.1						
	SUBTOTAL	1465.1		\$ -	\$ -	\$ -	\$ -	
	Demolition	1485						
	SUBTOTAL	1485		\$ -	\$ -	\$ -	\$ -	

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450109 RHF Grant No.				Federal FY of Grant: 2009	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	TOTAL AR4-05			\$ -	\$ -	\$ -	\$ -	
AR4-09	Replace/Repair Mech. Equipment	1460		\$ 25,000				
Parris	Refurbish units (bathrooms, patch			\$ 131,850				
Towers	Paint, heat & A/C, kitchens, etc.)	1460						
	Refurbish Exterior	1460						
	Performance Contracting	1460		\$ -	\$ -			
	SUBTOTAL	1460		\$ 156,850	\$ -	\$ -	\$ -	
	Site Improvements	1450		\$ 5,000				
	SUBTOTAL	1450		\$ 5,000	\$ -	\$ -	\$ -	
	Dwelling Equipment	1465.1		\$ 10,000				
	SUBTOTAL	1465.1		\$ 10,000	\$ -	\$ -	\$ -	
	TOTALS AR4-09			\$ 171,850	\$ -	\$ -	\$ -	
AR4-10	Replace/Repair Mech. Equipment	1460		\$ 37,000				
Cumberland	Refurbish Units	1460		\$ 131,850				
Towers	Performance Contracting	1460						

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450109 RHF Grant No.				Federal FY of Grant: 2009	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	SUBTOTAL	1460		\$ 168,850	\$ -	\$ -	\$ -	
	Site Improvements	1450		\$ 5,000				
	SUBTOTAL	1450		\$ 5,000	\$ -	\$ -	\$ -	
	Dwelling Equipment	1465.1		\$ 10,000				
	SUBTOTAL	1465.1		\$ 10,000	\$ -	\$ -	\$ -	
	TOTAL AR4-10			\$ 183,850	\$ -	\$ -	\$ -	
AR4-11	Replace/Repair Mech. Equipment	1460	3	\$ 85,000				
Jesse Powell	Refurbish Units	1460	3	\$ 71,853				
Towers	Performance Contracting	1460						
	SUBTOTAL	1460		\$ 156,853	\$ -	\$ -	\$ -	
	Site Improvements	1450		\$ 4,000				
	SUBTOTAL	1450		\$ 4,000	\$ -	\$ -	\$ -	
	Dwelling Equipment	1465.1		\$ 10,000				
	SUBTOTAL	1465.1		\$ 10,000	\$ -	\$ -	\$ -	

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450109 RHF Grant No.				Federal FY of Grant: 2009	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	TOTAL AR4-11			\$ 170,853	\$ -	\$ -	\$ -	
	TOTAL AR	1499		\$ -	\$ -	\$ -	\$ -	
PHA-WIDE	TOTAL	1460		\$ 624,403	\$ -	\$ -	\$ -	
PHA-WIDE	TOTAL	1450		\$ 50,000	\$ -	\$ -	\$ -	
PHA-WIDE	TOTAL	1465.1		\$ 25,000	\$ -	\$ -	\$ -	
PHA-WIDE	TOTAL	1475		\$ 10,000	\$ -	\$ -	\$ -	
	PART 2 SUPPORTING PAGES TOTALS			\$ 1,267,060	\$ -	\$ -	\$ -	
Signature of Executive Director and Date					Signature of Public Housing Director and Date			

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 3: Implementation Schedule

PHA Name: Housing Authority of the City of Little Rock, Arkansas	Grant Type and Number CFP Grant No: AR37P00450109 RHF Grant No.	Federal FY of Grant: <p align="center">2009</p>
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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	
PHA-WIDE 1406	8/30/2009			8/30/2012			
PHA-WIDE 1408	8/30/2009			8/30/2012			
PHA-WIDE 1410	8/30/2009			8/30/2012			
PHA-WIDE 1430	8/30/2009			8/30/2012			
PHA-WIDE 1440	8/30/2009			8/30/2012			
PHA-WIDE 1470	8/30/2009			8/30/2012			
PHA-WIDE 1475	8/30/2009			8/30/2012			
PHA-WIDE 1495	8/30/2009			8/30/2012			
PHA-WIDE 1502	8/30/2009			8/30/2012			
PHA-WIDE 1465	8/30/2009			8/30/2012			
AR4-01 1450 & 60	8/30/2009			8/30/2012			
AR4-03 1460-50-85	8/30/2009			8/30/2012			
AR4-06 1460-50-85	8/30/2009			8/30/2012			
AR4-05 1460-50-85	8/30/2009			8/30/2012			
AR4-09 1460-50	8/30/2009			8/30/2012			
AR4-10 1460-50	8/30/2009			8/30/2012			
AR4-11 1460-50	8/30/2009			8/30/2012			

Signature of Executive Director and Date

Signature of Public Housing Director and Date

LITTLE ROCK HOUSING AUTHORITY

Capacity Statement - Section 8 Homeownership Program

Little Rock Housing Authority (LRHA) possesses the capacity, experience and expertise to successfully formulate and implement a Section 8 Homeownership Program to enable Section 8 participants to purchase a home. LRHA's Section 8 Homeownership Program was approved by the Board of Commissioners in 2006.

Many FSS families had been referred to the various partners for required pre / post homeownership counseling. The LRHA hosted and will continue to host Homeownership Training / Counseling opportunities for the FSS families. The LRHA participated in a Homeownership Training hosted by NAHRO and HUD to ensure program success.

LRHA has operated Section 8 housing since 1975, administering the largest Section 8 program in the State of Arkansas and in the nation. The Section 8 program is comprised of 2025 ACC Housing Choice Vouchers. Additionally, LRHA administers programs targeted for populations with special needs. The agency works with the Single Room Occupancy (SRO) Section 8 Moderate Rehabilitation Program and Stewart B. McKinney Act Shelter Plus Care Program, targeting assistance to disabled homeless individuals with mental illness, substance abuse, and/or HIV/AIDS; 50 units allocated to the Veterans Assisted Supportive Housing (VASH) serving homeless veterans suffering from severe psychiatric or substance abuse disorders and 100 units of the Family Unification Program, aimed at providing stability to families whose lack of housing jeopardizes the reuniting of children with their families.

The Little Rock Housing Authority boldly served as developer and contracted with two construction companies to build 17 new homeownership opportunities through the revitalization of the 10-acre Ives Walk site in the South End of Little Rock. The LRHA is in the process of selling the 17 units.

Section 8 families are currently enrolled in LRHA's FSS program and many have established escrow accounts that can be used for homeownership costs.

Services available to Little Rock residents include homeownership loan assistance, which provides a below market interest rate second mortgage; down payment assistance, including partial down payment and closing costs to qualified families and individuals; homebuyer counseling, consisting of technical services, such as credit counseling or legal services to assist in the purchase of and financing of a single family home; single family rehabilitation loans and window/shutter loans, assisting homeowners improving their properties. Construction loans for housing development are available for community development corporations (CDC) to provide low cost financing for projects that would otherwise be difficult to finance at market rates.

Voluntary Conversion of Public Housing Developments

1. How many PHA’s developments are subject to the Required Initial Assessments? **One general occupancy developments (*Sunset Terrace*)**
2. 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)? **Three (*Parris Towers, Cumberland Towers and Powell Towers*)**
3. How many Assessments were conducted for the PHA’s covered developments? **One**
4. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **NONE**

Development Name & Number	Exempted?	Exemption Reason	Conversion Appropriate
AR004-001 Sunset Terrace	No	N/A	No
AR004-009 Parris Towers	Yes	Elderly Designation	N/A
AR004-010 Cumberland Towers	Yes	Elderly Designation	N/A
AR004-011 Powell Towers	Yes	Elderly/Disabled	N/A
AR004-018 Madison Heights Phase I	Yes	Mixed Income	No
AR004-019 Madison Heights Phase II	Yes	Mixed Income	No
AR004-020 Homes at Granite Mountain	Yes	Mixed Income	No
AR004-021 Madison Heights Phase III	Yes	Mixed Income	No

The PHA reviewed general occupancy sites. It was determined that the housing provided is necessary for the clients being served. Many variables make public housing, the sole source of affordable rental property in our City. Some of the variables include: private market rental rates, inability of families to adequately maneuver the various sources of support services need for families to thrive, lack of education, elderly, and disabled. It is our assessment that public housing provides a safety net for our City’s less fortunate. To convert the units would be detrimental to the targeted population.

The PHA considered the implications of converting and found that tenant based assistance would work if the units were marketable to a broader range of income families. Currently, the lack of amenities, per previous HUD directives, has severely hampered the PHA’s outreach to the general public. The units would sit empty if the conversion occurred. The Section 8 HVC Program is the sought after rental housing assistance program for low-income families.

There is not market to convert the units. There is a market for the very low and low-income families at LRHA.

Public Housing Homeownership Program

The LRHA Public Housing Homeownership Program helps low to moderate income families purchase LRHA homes.

Program Requirements: Low to Moderate Income families with income at 30% or below 80% of the Area Median Income.

HUD INCOME LIMITS AMI for Pulaski County / (LR / NLR / JX MSA)

Must satisfy HUD regulations related to Homeownership cost-to-income ratios
Must be a first-time homebuyer, or not have own a home in the last three years.
Must complete a homebuyer's training/counseling workshop.
Must qualify and obtain a FHA, VA or Conventional Mortgage loan.
Must pay a minimum down payment of at least one (1) percent of the sales price.

Home prices vary. Target range from \$75,000 to \$115,000, depending on amenities, bedroom size, market factors, etc....

Eligibility:

Public Housing residents

Section 8 Housing Assistance participants

All other low-moderate income families residing in the City of Little Rock

Application Process: The application is the first step toward homeownership. Potential homeowners can complete a pre-application (when wait list is open) and mail it to the Homeownership Program at LRHA's Central Office at 100 South Arch Street, or sign up in person at the Central Office, Monday through Friday, 8 a.m. – 4:30 p.m.

Application screening process: If applicants meet income requirements, we forward the application to our partner lenders for their review. Once the Lender approves the applicant, then the Lender will fax a pre-approval commitment letter to LRHA. Then we meet with you to discuss program guidelines and we give you a list of homes available for sale in the price range approved by your lender.

Offer: When you choose a home, we prepare an Earnest Money Contract and you submit \$500 with the contract. We apply the earnest money toward the 1 percent down payment required to complete the purchase.

Down Payment Assistance: The down payment and closing costs associated with purchasing a new home can be daunting, but LRHA is ready to help.

The Homeownership Plan has been approved by the Special Applications Center. LRHA reserves the right to modify the plan based upon market conditions.

Little Rock Housing Authority
Section 8 Own Your Home Option Program
Operational Guidelines

Introduction

The Little Rock Housing Authority (LRHA) Section 8 tenant-base Voucher Homeownership Program in Little Rock, Arkansas, is operated pursuant to the U.S Department of Housing and Urban Development's (HUD) proposed rule dated April 30, 1999 and pursuant to Section 555 of the Quality Housing and Work Responsibility Act of 1998, which authorizes HUD to carry out demonstration programs under section 8(y). The Final Rule, published on October 12, 2000 allows Public Housing Agencies (PHA) the option of providing Section 8 tenant-based assistance to an eligible family that purchases, rather than rents a dwelling unit that will be occupied by the family.

Own Your Home Option (OYH) assistance offers a new opportunity for families that receive Section 8 tenant-based assistance. OYH does not require, and HUD does not provide additional or separate funding. Little Rock Housing Authority (LRHA) will use the voucher program funding previously established under existing Annual Contributions Contracts (ACC) to fund the Section 8 Homeownership Voucher Program.

The program helps Housing Choice Voucher holders afford a home, by allowing them to apply their rent and housing subsidy known as Housing Assistance Payment (HAP), to mortgage payments based on a 15 & 30 year period. Furthermore, this program will provide homebuyer education, credit counseling, and other services that will assist the buying family with navigating the process of home buying and homeownership.

As required by law, the OYH option is not available for units receiving Section 8 project-based assistance. Section 8 homeownership assistance may only be provided for families receiving "tenant-based assistance" (42 U.S.C. 1437f (y) (1)). Integral to the tenant-based nature of the HCVP is the freedom-of-choice afforded to the participating family, regardless of whether the voucher is used for rental or homeownership assistance. PHA may not reduce a family's choice by limiting the use of homeownership assistance to particular units, neighborhoods, developers, or lenders. For example, while HUD encourages PHAs to develop partnerships with lenders in order to assist the family in obtaining financing, the PHA may not require the family to use a certain lender or financing approach.

Participant Qualification

Any Section 8 participant or applicant who has been issued a Section 8 Housing Choice Voucher (HCV) may utilize the subsidy to purchase rather than rent a home, subject to the following requirements:

Little Rock Housing Authority—Own Your Home Homeownership Option

- I. A family must meet the general requirements for admission to continue participation in the LRHA Section 8 tenant-base program.
- II. Current Section 8 program participants must be in full compliance with their lease and must terminate their current lease arrangement in compliance with the lease.
- III. A head of household or spouse that has previously defaulted on a mortgage obtained through the Homeownership Option is barred from participation.
- IV. Program participants and applicants must be “first time homeowners”, where a family member must not have owned title to a principal residence in the last three years. Residents of limited equity cooperative are eligible for the Homeownership Option.
 - Participants in the Section 8 Homeownership Option must enroll in LRHA’s designee’s pre and post purchase homeownership counseling program and be deemed to be “Buyer Ready” before a homeownership voucher will be issued.
- V. The head or spouse must be employed full-time and have been continuously so employed during the year before commencement of homeownership assistance.

If families head or spouse is disabled or elderly they are exempt from this requirement Families’ with a disabled household member may request an exemption as a reasonable accommodation.
- VI. The family must earn a minimum of 10,500 annually from employment, self-employment or a business. Public assistance income may not be used for meeting this requirement, except for households in which the head or spouse are elderly or

disabled. (Public assistance includes federal housing assistance or the housing component of a welfare grant; TANF (TEA) assistance or other assistance provided under a federal, state, or local program that provides assistance available to meet family living or household expenses.)

- VII. The program will give preference to participants in the LRHA Family Self-Sufficiency Program (FSS) or those participants who meet pre-qualification requirements.

At a minimum the participant will be required to provide 3% of the home purchase price as a down payment. If the applicant is an FSS participant, a percentage of their escrow can be used as an option for down payment.

Screening and Determination of Readiness

LRHA will review the Section 8 Own Your Home Option with all eligible voucher holders at the initial briefing and annual recertification. All interested participants will be forwarded a Own Your Home Voucher Pre-Eligibility form to identify their level of readiness for homeownership. Other pre-eligibility requirements are as follow:

- Identify challenges and advantages of the potential homebuyer
- Develop a plan for home buying (what changes have to occur to make this participant buyer ready).

The Pre-Eligibility will be reviewed by the LRHA Homeownership Coordinator (HOC) for debt/asset ratio; minimum qualification status; employment status; escrow balances and Section 8 Program compliance status. If necessary, the HOC or designee staff member will schedule an appointment with the family to further determine their mortgage readiness.

The participant will be assigned a rating value of one of the following designations: Level 1, Level 2, or Level 3. These levels are designed to indicate the readiness of each participant for Section 8 homeownership.

Level: Definition:

Level 1: Family is within 6 months of being fully ready for homeownership. Employment history is stable and the family has access to the required access to the required assets needed to secure a mortgage. A minimum of 8 hours pre-

Homeownership counseling either has been completed or will be completed within the next 6 months. ***FAST TRACK***

Level 2: Family is between 6 & 12 months of being fully ready for homeownership. Family may be in the process of completing their FSS goals and/or close to securing the required amount of funds for down payment. Additional time is needed for down payment. Additional time is needed for homebuyer requirements and completion of homeownership counseling. ***PROGRESSIVE TRACK***

Level 3: Family is more than 12 months from being buyer ready. The family may have unstable employment history, insufficient debt/asset ratio, and no available funds for down payment and requires homeownership counseling. The family may be asked to participate in LRHA Family Self-Sufficiency Program (FSS). ***SLOW TRACK***

Section 8 participants that are determined to be at Level 1 or 2 will be assigned to the HOC for consistent monitoring. The HOC will assist the family in meeting the requirements for a homeownership voucher and serve as a liaison between the homeownership-counseling partners, potential mortgage lender and the family. Every six months, the HOC will conduct a case summary review of all participants determined to be at level 1 or 2 to determine if a program level is change.

Homeownership Counseling

HUD requires that Section 8 homeownership participants using this option enroll in a pre-and-post purchase homeownership counseling program. At a minimum, the counseling will include the following:

- Home maintenance
- Budgeting and money management
- Credit Counseling
- How to negotiate purchasing price
- How to obtain homeownership financing
- How to find a home
- Advantages of purchasing and how to locate a home in an area that does not have a high concentration of low-income families.
- Preparation for loan qualification and application

- Avoiding delinquencies, defaults and foreclosures

Upon completion of the counseling session, the LRHA voucher holder should have and understanding of how to:

- Determine if homeownership is right for them
- What they can afford to spend
- Identify what they want and need in a home
- Shop for a home that meets their needs
- Decide how much to offer for a house
- Obtain and use a home inspection
- Shop for an affordable mortgage
- Know what to expect at closing and settlement
- Meet the ongoing financial obligation of homeownership and avoid default
- Care for the home after purchase
- Take advantage of financial opportunities that come with homeownership

LRHA requires a post-purchase of all participants once they have secured a mortgage and have moved into the home. The HOC will work with the family to schedule the post-purchase counseling.

Time Frame for Utilization

An applicant will have a maximum of 180 days to find a home and enter into a Contract for Sale. If the applicant is unsuccessful at entering into a Contract for Sale before the 180 day deadline, the applicant will be allowed to continue to utilize the voucher for rental purposes. The applicant can reapply for Homeownership Option after a 30 day discretionary period. Any extension beyond 180 days will be at the sole discretion of the LRHA's Housing Choice Voucher Program Manager.

Portability

Families that are deemed determined eligible for Homeownership Option may exercise their voucher outside of LRHA jurisdiction if the receiving Public Housing Authority (PHA) is administering a Section 8 Homeownership Program and is accepting new families into their homeownership program.

Permitted Ownership Arrangements

The Homeownership Option may be used in two types of housing:

- I. A unit owned by the family where one or more family members hold title to the home, or, the home previously occupied under a lease-purchase agreement is eligible.
- II. Cooperative units, where one or more families hold membership shares in the cooperative (applies only to elderly and disable persons as a reasonable accommodation.)

Contract for Sale and Inspection

Participants in the homeownership option must complete a “Contract for Sale” with the owner of the property to be purchased. The Contract for Sale must include the home’s price and terms of sale, the purchaser’s pre-purchase inspection requirements and notice that the sale is conditional on the purchaser’s acceptance of the inspection report, and an agreement that the seller is obligated to pay for necessary repairs.

The participant must obtain an independent professional home inspection of the unit’s major systems at the participant’s expense. The inspection must cover major building systems and components, including foundation and structure, housing interior and exterior, and the roofing, plumbing, electrical and heating systems. LRHA will conduct a Housing Quality Standards (HQS) inspection and will review the independent professional inspection of the unit’s major systems. LRHA retains the right to disqualify the unit for inclusion in the homeownership program based on either the HQS inspection or the professional inspection report finding. LRHA will perform a HQS inspection for the first year of program participation. Based on the inspection, the family will be sent a list of suggested repairs. LRHA will not, however, conduct a reinspection to determine if the repairs have been completed. In contrast to the Section 8 rental program, the family will not be considered non-compliant with the program if they fail to make repairs within a certain time frame.

If the home was constructed within 60 days of the Contract for Sale and has remained unoccupied during that time, the use and occupancy letter from the code administrator can be substituted for the pre-purchase inspection.

The participant must determine whether or not the home is in a weather hazardous area.

Financing

Participating families are responsible for securing financing, for the purchase of a home that is insured or guaranteed by the state or Federal government, or complies with

secondary mortgage market underwriting requirements, or complies generally accepted private sector underwriting standards. Although LRHA will not direct families to any particular lender, non-profit entities such as Freddie Mac & Fannie Mae have shown interest in partnering with LRHA to offer affordable 1st and /or 2nd mortgages to low income families participating in the Section 8 homeownership program.

Families may use one of two financing options:

1. 1st Mortgage Option

The first option allows the participant (borrower) to secure a first mortgage that covers the entire purchase price of the home. In this option, the participant would make a payment for their portion of the monthly mortgage payment (approximately 30% of their monthly-adjusted income) directly to the lender, and LRHA would pay the remainder of the mortgage payment directly to the lender.

2. Combined 1st and 2nd Mortgage Option

The second option allows the participant (borrower), who can't secure a 1st mortgage that will be sufficient to cover the full purchase price of a home in their area, the alternative of combining a 1st and 2nd mortgage to purchase a home. The participant (borrower) will secure a 1st mortgage equal to the amount determined to be affordable for the borrow by the lender, based on household income. Then, the borrower will secure a 2nd mortgage equal to the balance of loan funding necessary to support the purchase price of the home. In most cases the 2nd mortgage will be provided by a Rural Development or other non-profit entities that partner with the LRHA. LRHA funds will not be involved in the 2nd mortgage, since LRHA does not offer a 2nd mortgage program.

Down Payment

A minimum down payment (not including closing cost) of 3% of the purchase price is required for participation in the Section 8 Own Your Home Program. For all families, except the elderly and disabled, at least 1% of the purchase price must come from the family's personal resources.

Length and Continuation of Assistance

Section 8 assistance will be provided for the time period that the family occupies the home, not to exceed fifteen (15) years. Elderly and disabled families are exempt from the 15-year maximum time limit. The participant will be recertified on an annual basis to determine income eligibility. In the event that the participant's income increases to the point that they are no longer eligible to receive a mortgage subsidy (zero mortgage assistance payment), LRHA will notify the lender(s) of the family's increased financial responsibility for the payment. The family, however, remains eligible for the

program, in the event that their income decreased, for 180 days from the date of the changes.

A homeownership participant may purchase another home with Section 8 assistance provided there is no mortgage loan default, and the family is in compliance with the “statement of homeowner obligations”.

Family Obligations

Before commencement of homeownership assistance, the participant must execute a “Statement of Homeownership Obligations” in the form prescribed by LRHA. To continue to receive homeownership assistance, a participant must comply with the following family obligations:

- 1) The participant must comply with the terms of any mortgage securing the debt incurred to purchase the home, and any refinancing of such debt.
- 2) During the period of time the participant is receiving homeownership assistance, the family may not sell, convey, or transfer any interest in the home to any entity or person other than a member of the assisted family residing in the home.
- 3) During the period of time the participant is receiving homeownership assistance, the family may not take out a home equity loan without the written consent of LRHA.
- 4) During the period of time the participant is receiving assistance, the family must supply required information regarding income and family composition in order to calculate correctly total tenant payment and homeownership assistance.
- 5) During the period of time the participant is receiving homeownership assistance payments, the family must provide information on any mortgage or other debt incurred to purchase the home, and any refinancing of such debt, and any sale or other transfer of interest in the home.
- 6) During the period of homeownership assistance the participant must notify LRHA if the family defaults on a mortgage securing any debt incurred to purchase the home.
- 7) During the period of time the participant is receiving homeownership assistance, the family must notify LRHA before the family moves out of the home.
- 8) At annual recertification, the participant must document that he or she is current on mortgage, insurance and utility payments.

Assistance Payment

The participant's Section 8 monthly mortgage assistance payment will equal the lower of (a) the Section 8 voucher payment standard minus the Total Tenant Payment (TTP) (the greater of 30% of monthly adjusted income or 19% of monthly income); or (b) the monthly homeownership expenses (principal and interest on the mortgage debt, insurance and taxes) minus the TTP.

Mortgage assistance payments will be made by LRHA directly to the approved lender.

Lease-to-Purchase

Lease-to-Purchase agreements are considered rental property and subject to the normal tenant-based Section 8 rules and regulations. The family will be subject to the homeownership requirements at the time the family is ready to exercise the homeownership option under the lease-to-purchase agreement.

Defaults

If a participant in the Own Your Home Homeownership Program defaults on his or her mortgage loan (fails to fulfill a monthly payment obligation as required by their Deed of Trust note on a timely basis) as determined by the lender, the participant will not be able to use his or her homeownership voucher for rental housing.

Recapture

If a participant in the Own Your Home Homeownership Program sells the home prior to the maximum 15-year subsidy limit, a percentage of the homeownership assistance provided to date must be recaptured. The terms of the sale agreement will be reviewed by a LRHA staff to determine the amount of profit earned in relation to participant payment and LRHA Section 8 subsidy provided.

- Only those proceeds realized upon refinancing that are retained by the family are subject to recapture.
- Sales proceeds that are used by the family to purchase a new home with Section 8 assistance are not subject to recapture. The family may also refinance the loan to take advantage of a lower interest rate without penalty.

Cost of Program

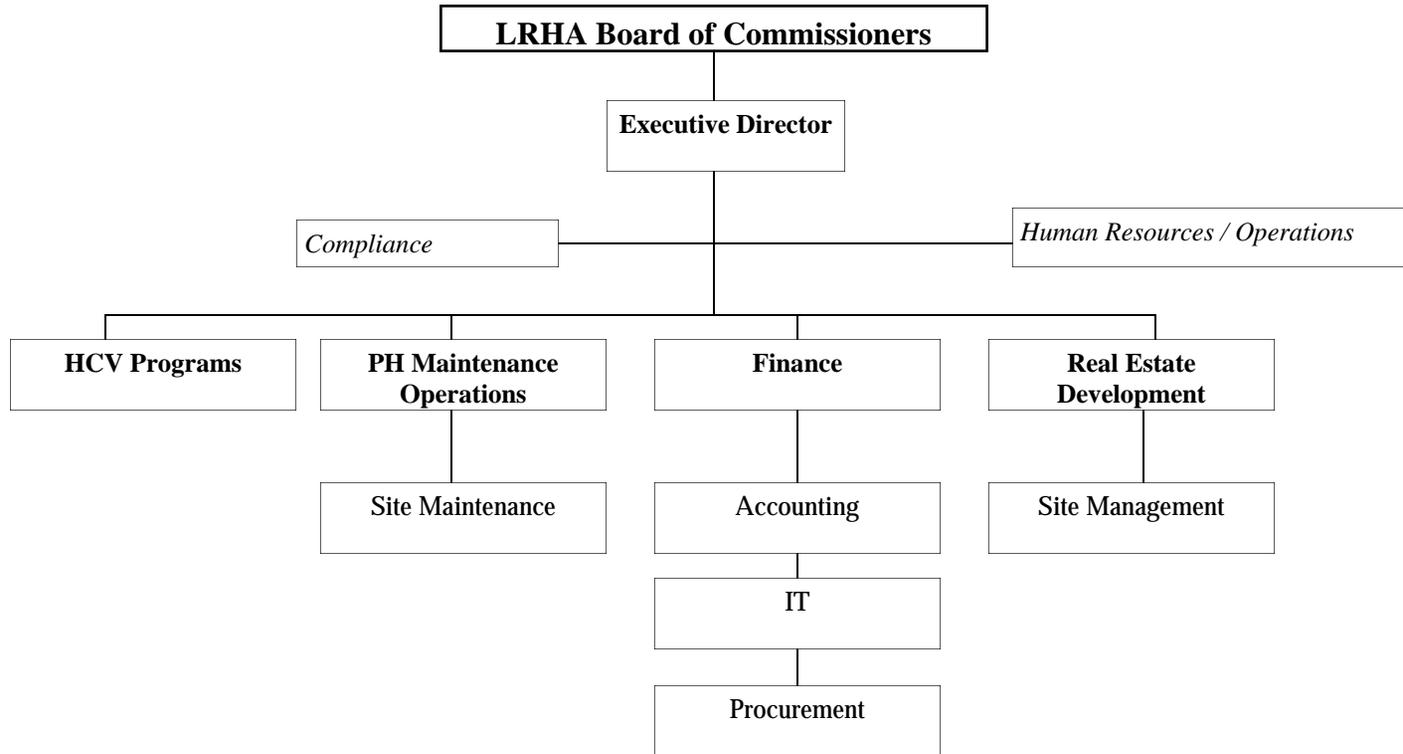
The cost of the program will be dependent upon initial response and resources. The following is a forecast of potential cost:

- Counseling 10,000.00
- Credit Reports 500.00
- Marketing/PR 1000.00
- Salaries N/A

LRHA Initiatives (Partnerships)

A significant part of developing a viable Section 8 homeownership program is developing partnerships. LRHA is currently in the process of establishing partnerships with several important entities. The first is Freddie Mac. This partnership includes extending 2nd mortgages to families approved and buyer ready. Freddie Mac's Housing & Community Investment program is tailored to Section 8 homeownership option. Freddie Mac has benefited from previous partnerships of PHAs' throughout the country and will provide the services at minimum or no cost. We will also attempt partnership with Rural Development as well as other non-profit entities to ensure that our participants receive the lowest interest rate mortgage. In addition, the LRHA will also pursue partnerships with local banks, housing counseling services, Family Self Sufficiency Program (LRHA), as well as mental health/developmental disabilities services to assist in creating a well-built initiative that will benefit LRHA, participants, and the community.

LRHA Organizational Structure—By Function



Five-Year Action Plan
Part I: Summary
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (Exp. 06/30/2005)

HA Name: LITTLE ROCK HOUSING AUTHORITY	Locality (City/County & State): LITTLE ROCK/PULASKI/ARKANSAS			Original X	Revision No.
	A. Development Number/Name	Work Stmt. For Year 1 FFY: 2009	Work Statement for Year 2 FFY: 2010	Work Statement for Year 3 FFY: 2011	Work Statement for Year 4 FFY: 2012
AR4-1 SUNSET TERRACE		88,666	88,666	316,340	316,340
AR4-9 FRED W. PARRIS TOWERS	Statement	73,115	73,115	119,085	119,085
AR4-10 CUMBERLAND TOWERS		364,154	78,154	86,097	86,097
AR4-11 JESSE POWELL TOWERS		81,684	367,684	86,097	86,097
B. Physical Improvements Subtotal 1450/1460		607,619	607,619	607,619	607,619
C. Management Improvements 1408		133,640	133,640	133,640	133,640
D. HA-Wide Nondwelling Structures and Equipment 1470 /1475		29,697	29,697	29,697	29,697
E. Administration 1410		70,560	70,560	70,560	70,560
F. Other 1430 / 1440 / 1465.1 / 1495.1 / 1502		198,631	198,631	198,631	198,631
G. Operations 1406		152,856	152,856	152,856	152,856
H. Demolition 1485		37,000	37,000	37,000	37,000
I. Replacement Reserve 1490					
J. Mod Used for Development 1499		37,617	37,617	37,617	37,617
K. Total CGP Funds		1,267,060	1,267,060	1,267,060	1,267,060
L. Total Non-CGP Funds					
M. Grand Total		1,267,060	1,267,060	1,267,060	1,267,060
Signature of Executive Director and Date: X			Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X		

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

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

OMB Approval No. 2577-0157 (exp. 06/30/2005)

Work Statement For Year 1 FFY: <u>2009</u>	Work Statement for Year <u>4</u> FFY: <u>2012</u>			Work Statement for Year <u>5</u> FFY: <u>2013</u>			
	Development Number/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/General Description of Major Work Categories	Quantity	Estimated Costs	
See Annual Statement	<u>AR4-1 SUNSET TERRACE</u>			<u>AR4-1 SUNSET TERRACE</u>			
	REFURBISH/MOD. APT UNITS (1460)	25	316,340	REFURBISH/MOD. APT UNITS (1460)	25	316,340	
	SITE IMPROVEMENTS (1450)			SITE IMPROVEMENTS (1450)			
	<u>AR4-9 FRED PARRIS TOWERS</u>			<u>AR4-9 FRED PARRIS TOWERS</u>			
	REFURBISH/MOD. APT. UNITS (1460)	13	119,085	REFURBISH/MOD. APT. UNITS (1460)	13	119,085	
	REPL/REPR MECH. SYS. (1460)			REPL/REPR MECH. SYS. (1460)			
	SITE IMPROVEMENTS (1450)			SITE IMPROVEMENTS (1450)			
	<u>AR4-10 CUMBERLAND TOWERS</u>			<u>AR4-10 CUMBERLAND TOWERS</u>			
	REFURBISH/MOD. APT. UNITS (1460)	12	85,000	REFURBISH/MOD. APT. UNITS (1460)	12	85,000	
	REPL/REPR MECH. SYS. (1460)			REPL/REPR MECH. SYS. (1460)			
	SITE IMPROVEMENTS (1450)		1,097	SITE IMPROVEMENTS (1450)		1,097	
	<u>AR4-11 JESSE POWELL TOWERS</u>			<u>AR4-11 JESSE POWELL TOWERS</u>			
	REFURBISH APT. UNITS (1460)	12	85,000	REFURBISH APT. UNITS (1460)	12	85,000	
	REPL/REPR MECH. SYS. (1460)			REPL/REPR MECH. SYS. (1460)			
SITE IMPROVEMENTS (1450)		1,097	SITE IMPROVEMENTS (1450)		1,097		
Subtotal of Estimated Cost			\$607,619	Subtotal of Estimated Cost			\$607,619

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

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

OMB Approval No. 2577-0157 (exp. 06/30/2005)

Work Statement For Year 1 FFY: <u>2009</u>	Work Statement for Year <u>2</u> FFY: <u>2010</u>			Work Statement for Year <u>3</u> FFY: <u>2011</u>		
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Costs
See Annual Statement	NONDWELLING EQUIPMENT(1475)		19,798	NONDWELLING EQUIPMENT(1475)		19,798
	NONDWELLING STRUCTURES (1470)		9,899	NONDWELLING STRUCTURES (1470)		9,899
	COMPUTER SOFTWARE (1408)		10,000	COMPUTER SOFTWARE (1408)		10,000
	CONSULTANT FEES (1408)		10,000	CONSULTANT FEES (1408)		10,000
	RESIDENT TRAINING (1408)		3,640	RESIDENT TRAINING (1408)		3,640
	MAINT. & OTHER STAFF TRAINING (1408)		5,000	MAINT. & OTHER STAFF TRAINING (1408)		5,000
	HR SECURITY (1408)		100,000	HR SECURITY (1408)		100,000
	MANAGEMENT IMPROVEMENTS (1408)		5,000	MANAGEMENT IMPROVEMENTS (1408)		5,000
	TECH. & NON-TECH. SALARIES (1410)		67,491	TECH. & NON-TECH. SALARIES (1410)		67,491
	TRAVEL RELATED TO C.F.P. (1410)		1,000	TRAVEL RELATED TO C.F.P. (1410)		1,000
	PUBLICATIONS RELATED TO C.F.P. (1410)		300	PUBLICATIONS RELATED TO C.F.P. (1410)		300
	TELEPHONE/FAX ETC. (1410)		200	TELEPHONE/FAX ETC. (1410)		200
	SUNDRY (ADVERTISEMENT ETC.) (1410)		1,569	SUNDRY (ADVERTISEMENT ETC.) (1410)		1,569
	ARCHITECT/ENGINEER FEES (1430)		138,631	ARCHITECT/ENGINEER FEES (1430)		138,631
	INSPECTION COST (1430)		14,343	INSPECTION COST (1430)		14,343
	SUNDRY PLANNING (1430)		60,200	SUNDRY PLANNING (1430)		60,200
	RELOCATION COST (1495.1)		34,647	RELOCATION COST (1495.1)		34,647
	CONTINGENCY (1502)		32,733	CONTINGENCY (1502)		32,733
	OPERATIONS (1406)		152,856	OPERATIONS (1406)		152,856
	DWELLING EQUIPMENT NON-EXPEND (1465.1)		49,460	DWELLING EQUIPMENT NON-EXPEND (1465.1)		49,460
DEMOLITION (1485)		37,000	DEMOLITION (1485)		37,000	
SITE ACQUISITION/DEVELOPMENT (1440/1499)		54,865	SITE ACQUISITION/DEVELOPMENT (1440/1499)		54,865	
	Subtotal of Estimated Cost		659,441	Subtotal of Estimated Cost		659,441

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

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

OMB Approval No. 2577-0157 (exp. 06/30/2005)

Work Statement For Year 1 FFY: 2009	Work Statement for Year <u>4</u> FFY: 2012			Work Statement for Year <u>5</u> FFY: 2013		
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Costs
See Annual Statement	NONDWELLING EQUIPMENT(1475)		19,798	NONDWELLING EQUIPMENT(1475)		19,798
	NONDWELLING STRUCTURES (1470)		9,899	NONDWELLING STRUCTURES (1470)		9,899
	COMPUTER SOFTWARE (1408)		10,000	COMPUTER SOFTWARE (1408)		10,000
	CONSULTANT FEES (1408)		10,000	CONSULTANT FEES (1408)		10,000
	RESIDENT TRAINING (1408)		3,640	RESIDENT TRAINING (1408)		3,640
	MAINT. & OTHER STAFF TRAINING (1408)		5,000	MAINT. & OTHER STAFF TRAINING (1408)		5,000
	HR SECURITY (1408)		100,000	HR SECURITY (1408)		100,000
	MANAGEMENT IMPROVEMENTS (1408)		5,000	MANAGEMENT IMPROVEMENTS (1408)		5,000
	TECH. & NON-TECH. SALARIES (1410)		137,500	TECH. & NON-TECH. SALARIES (1410)		137,500
	TRAVEL RELATED TO C.F.P. (1410)		1,000	TRAVEL RELATED TO C.F.P. (1410)		1,000
	PUBLICATIONS RELATED TO C.F.P. (1410)		300	PUBLICATIONS RELATED TO C.F.P. (1410)		300
	TELEPHONE/FAX ETC. (1410)		200	TELEPHONE/FAX ETC. (1410)		200
	SUNDRY (ADVERTISEMENT ETC.) (1410)		1,569	SUNDRY (ADVERTISEMENT ETC.) (1410)		1,569
	ARCHITECT/ENGINEER FEES (1430)		50,000	ARCHITECT/ENGINEER FEES (1430)		50,000
	INSPECTION COST (1430)		14,343	INSPECTION COST (1430)		14,343
	SUNDRY PLANNING (1430)		200	SUNDRY PLANNING (1430)		200
	RELOCATION COST (1495.1)		34,647	RELOCATION COST (1495.1)		34,647
	CONTINGENCY (1502)		32,733	CONTINGENCY (1502)		32,733
	OPERATIONS (1406)		252,856	OPERATIONS (1406)		252,856
	DWELLING EQUIPMENT NON-EXPEND (1465.1)		49,460	DWELLING EQUIPMENT NON-EXPEND (1465.1)		49,460
DEMOLITION (1485)		37,000	DEMOLITION (1485)		37,000	
DEVELOPMENT ACTIVITIES		54,865	DEVELOPMENT ACTIVITIES		54,865	
	Subtotal of Estimated Cost		659,441			659,441

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the City of Little Rock, Arkansas	Grant Type and Number CFP Grant No: AR37P004501-04 RHF Grant No.	Federal FY of Grant: <b style="font-size: 1.2em;">2004 Rev 4
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Original Annual Statement Reserve for Disasters / Emergencies Revised Annual Statement (Rev: 4)
 Performance and Evaluation Report for Period Ending: 9/30/07 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimate Cost Original	Total Estimate Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
	Amount of Line XX Related to Section 504 Compliance				
	Amount of Line XX Related to Security Soft Costs				
	Amount of Line XX Related to Security-- Hard Cost				
	Amount of Line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Services				

Signature of Executive Director and Date	Signature of Public Housing Director and Date
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Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

**PHA Name: Housing Authority of the City of Little Rock,
Arkansas**

Grant Type and Number

CFP Grant No: AR37P004501-05 (Rev 2)
RHF Grant No.

**Federal FY
200**

Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended
PHA-WIDE	Operations	1406		\$ 284,000	\$ 284,000	\$ 284,000	\$ 284,000
	SUBTOTAL	1406		\$ 284,000	\$ 284,000	\$ 284,000	\$ 284,000
PHA-WIDE	Computer Software/Management	1408		\$ -	\$ -	\$ -	
	Consultant Fees	1408		\$ -	\$ -	\$ -	
	Resident Training	1408		\$ -	\$ -	\$ -	
	Maint. & Other Staff Training	1408		\$ -	\$ -	\$ -	
	Maintenance Improvements	1408		\$ -	\$ -	\$ -	
	Security HR	1408		\$ -	\$ -	\$ -	
	SUBTOTAL	1408		\$ -	\$ -	\$ -	\$ -
PHA-WIDE	Tech. & Non-Tech. Salaries	1410		\$ 96,059	\$ 96,059	\$ 96,059	\$ 96,059
	Travel Related to CFP	1410		\$ -	\$ -	\$ -	
	Publications Related to CFP	1410		\$ -	\$ -	\$ -	
	Telephone/Fax etc.	1410		\$ -	\$ -	\$ -	
	Sundry (Advertisements etc.)	1410		\$ -	\$ -	\$ -	
	SUBTOTAL	1410		\$ 96,059	\$ 96,059	\$ 96,059	\$ 96,059
PHA-WIDE	Architect/Engineers Fees	1430		\$ 47,401	\$ 47,401	\$ 47,401	\$ 47,401
	Inspection Costs	1430		\$ -	\$ -	\$ -	

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas

Grant Type and Number
 CFP Grant No: AR37P004501-05 (Rev 2)
 RHF Grant No.

Federal FY
200

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended
	Sundry Planning	1430		\$ -	\$ -	\$ -	
	SUBTOTAL	1430		\$ 47,401	\$ 47,401	\$ 47,401	\$ 47,401
PHA-WIDE	Non-Dwelling Structures	1470		\$ -	\$ -	\$ -	
	SUBTOTAL	1470		\$ -	\$ -	\$ -	
PHA-WIDE	Non-Dwelling Equipment	1475		\$ -	\$ -	\$ -	
	SUBTOTAL	1475		\$ -	\$ -	\$ -	\$ -
PHA-WIDE	Relocation Costs	1495		\$ -	\$ -	\$ -	
	SUBTOTAL	1495		\$ -	\$ -	\$ -	\$ -
PHA-WIDE	Contingency	1502		\$ -	\$ -	\$ -	
	SUBTOTAL	1502		\$ -	\$ -	\$ -	\$ -
PHA-WIDE	Site Acquisition	1440		\$ -	\$ -	\$ -	
	SUBTOTAL	1440		\$ -	\$ -	\$ -	\$ -
PHA-WIDE	Non-Routine Unit Maintenance	1460		\$ 64,609	\$ 64,609	\$ 64,609	\$ 64,609
	SUBTOTAL	1460		\$ 64,609	\$ 64,609	\$ 64,609	\$ 64,609

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas

Grant Type and Number
 CFP Grant No: AR37P004501-05 (Rev 2)
 RHF Grant No.

Federal FY
200

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended
100 Arch Street	Architect/Engineers Fees	1430		\$ 18,110	\$ 18,110	\$ 18,110	\$ 18,110
	Inspection Costs	1430					
	Sundry Planning	1430					
	SUBTOTAL	1430		\$ 18,110	\$ 18,110	\$ 18,110	\$ 18,110
AR4-01	Site Improvements (landscape, sidewalks, lighting, utilities, etc.)	1450		\$ -	\$ -	\$ -	\$ -
Sunset Terrace							
	SUBTOTAL	1450		\$ -	\$ -	\$ -	\$ -
	Refurbish units (bathrooms, patch & paint, heat A/C, Kitchens, etc.)	1460	5	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	1460		\$ -	\$ -	\$ -	\$ -
	TOTAL AR4-01			\$ -	\$ -	\$ -	\$ -
AR4-03	Refurbish units (bathrooms, patch						
Ives Homes	Paint, heat & A/C, kitchens, etc.)	1460	7	\$ 59,120	\$ 59,120	\$ 59,120	\$ 59,120
	SUBTOTAL	1460		\$ 59,120	\$ 59,120	\$ 59,120	\$ 59,120

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas

Grant Type and Number
 CFP Grant No: AR37P004501-05 (Rev 2)
 RHF Grant No.

Federal FY
200

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended
	Site Improvements (landscape, sidewalks, lighting, utilities, etc.)	1450		\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	1450		\$ -	\$ -	\$ -	\$ -
	Demolition	1485	3	\$ 99,500	\$ 99,500	\$ 99,500	\$ 99,500
	SUBTOTAL	1485		\$ 99,500	\$ 99,500	\$ 99,500	\$ 99,500
	TOTAL AR4-03			\$ 158,620	\$ 158,620	\$ 158,620	\$ 158,620
AR4-06	Refurbish units (bathrooms, patch Ives Walk Paint, heat & A/C, kitchens, etc.)	1460		\$ 223,576	\$ 223,576	\$ 223,576	\$ 223,576
	SUBTOTAL	1460		\$ 223,576	\$ 223,576	\$ 223,576	\$ 223,576
	Site Improvements (landscape, sidewalks, lighting, utilities, etc.)	1450		\$ 32,630	\$ 32,630	\$ 32,630	\$ 32,630
	SUBTOTAL	1450		\$ 32,630	\$ 32,630	\$ 32,630	\$ 32,630
	Demolition	1485		\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	1485		\$ -	\$ -	\$ -	\$ -

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas

Grant Type and Number
 CFP Grant No: AR37P004501-05 (Rev 2)
 RHF Grant No.

Federal FY
200

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended
	TOTAL AR4-06			\$ 256,206	\$ 256,206	\$ 256,206	\$ 256,206
AR4-05	Refurbish units (bathrooms, patch						
Hollinsworth	Paint, heat & A/C, kitchens, etc.)	1460		\$ -	\$ -	\$ -	\$ -
Grove	SUBTOTAL	1460		\$ -	\$ -	\$ -	\$ -
	Site Improvements (landscape,						
	sidewalks, lighting, utilities, etc.)	1450		\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	1450		\$ -	\$ -	\$ -	\$ -
	Dwelling Equipment	1465.1		\$ 5,264	\$ 5,264	\$ 5,264	\$ 5,264
	SUBTOTAL	1465.1		\$ 5,264	\$ 5,264	\$ 5,264	\$ 5,264
	Demolition	1485		\$ -		\$ -	\$ -
	SUBTOTAL	1485		\$ -	\$ -	\$ -	\$ -
	Relocation Costs	1495		\$ 25,045	\$ 25,145	\$ 25,045	\$ 25,045
	SUBTOTAL	1495		\$ 25,045	\$ 25,145	\$ 25,045	\$ 25,045

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

**PHA Name: Housing Authority of the City of Little Rock,
Arkansas**

Grant Type and Number

CFP Grant No: AR37P004501-05 (Rev 2)
RHF Grant No.

**Federal FY
200**

Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended
	TOTALS AR4-09			\$ 188,887	\$ 188,887	\$ 188,887	\$ 188,887
AR4-10	Replace/Repair Mech. Equipment	1460		\$ 4,318	\$ 4,318	\$ 4,318	\$ 4,318
Cumberland	Refurbish Units	1460	3	\$ -	\$ -	\$ -	\$ -
Towers	Performance Contracting	1460		\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	1460		\$ 4,318	\$ 4,318	\$ 4,318	\$ 4,318
	Dwelling Equipment	1465.1		\$ 179,667	\$ 179,667	\$ 179,667	\$ 179,667
	SUBTOTAL	1465.1		\$ 179,667	\$ 179,667	\$ 179,667	\$ 179,667
	Non-Dwelling Equipment	1475		\$ 40,763	\$ 40,763	\$ 40,763	\$ 40,763
	SUBTOTAL	1475		\$ 40,763	\$ 40,763	\$ 40,763	\$ 40,763
	Architect/Engineers Fees	1430		\$ 4,902	\$ 4,902	\$ 4,902	\$ 4,902
	Inspection Costs	1430					
	Sundry Planning	1430					
	SUBTOTAL	1430		\$ 4,902	\$ 4,902	\$ 4,902	\$ 4,902
	Site Improvements	1450		\$ -	\$ -	\$ -	\$ -

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas

Grant Type and Number
 CFP Grant No: AR37P004501-05 (Rev 2)
 RHF Grant No.

Federal FY
200

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended
	SUBTOTAL	1450		\$ -	\$ -	\$ -	\$ -
	TOTAL AR4-10			\$ 229,650	\$ 229,650	\$ 229,650	\$ 229,650
AR4-11	Replace/Repair Mech. Equipment	1460		\$ 4,318	\$ 4,318	\$ 4,318	\$ 4,318
Jesse Powell	Refurbish Units	1460	3	\$ -	\$ -	\$ -	\$ -
Towers	Performance Contracting	1460		\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	1460		\$ 4,318	\$ 4,318	\$ 4,318	\$ 4,318
	Site Improvements	1450		\$ -	\$ -	\$ -	\$ -
	SUBTOTAL	1450		\$ -	\$ -	\$ -	\$ -
	Non-Dwelling Equipment	1475		\$ 40,763	\$ 40,763	\$ 40,763	\$ 40,763
	SUBTOTAL	1475		\$ 40,763	\$ 40,763	\$ 40,763	\$ 40,763
	TOTAL AR4-11			\$ 45,081	\$ 45,081	\$ 45,081	\$ 45,081
AR4-03 / 06	Construct New Units	1499		\$ -		\$ -	\$ -
Ives and Ives Walk	TOTAL	1499		\$ -			

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas

Grant Type and Number
 CFP Grant No: AR37P004501-05 (Rev 2)
 RHF Grant No.

Federal FY
200

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the City of Little Rock, Arkansas	Grant Type and Number CFP Grant No: AR37P004501-06 RHF Grant No.	Federal FY of Grant: 2006
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Original Annual Statement Reserve for Disasters / Emergencies Revised Annual Statement (Rev: 1)
 Performance and Evaluation Report for Period Ending: 9/30/07 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimate Cost Original	Total Estimate Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
1	Total non-CFP Funds				
2	1406 Operations	\$ 255,429	\$ 235,013	\$ 255,429	\$ 235,013
3	1408 Management Improvements	\$ 135,000	\$ 69,884	\$ 135,000	\$ 69,884
4	1410 Administration	\$ 142,000	\$ 99,887	\$ 142,000	\$ 106,711
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 65,200	\$ 35,689	\$ 65,200	\$ 35,689
8	1440 Site Acquisition	\$ 54,800	\$ 25,429	\$ 54,800	\$ 25,429
9	1450 Site Improvements	\$ 41,003	\$ 63,424	\$ 63,424	\$ 63,874
10	1460 Dwelling Structures	\$ 301,500	\$ 229,476	\$ 301,500	\$ 229,476
11	1465.1 Dwelling Equipment-- Nonexpendable	\$ 55,000	\$ 6,385	\$ 6,385	\$ 6,385
12	1470 Nondwelling Structures	\$ 10,000	\$ -	\$ -	\$ -
13	1475 Nondwelling Equipment	\$ 20,000	\$ 95,801	\$ 95,801	\$ 95,351
14	1485 Demolition	\$ 193,000	\$ -	\$ -	\$ -
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495-1 Relocation Costs	\$ 35,000	\$ 57,384	\$ 57,384	\$ 57,384
18	1499 Development Activites	\$ 65,207	\$ 250,930	\$ 250,930	\$ 250,930
19	1502 Contingency	\$ 73,000	\$ -	\$ 18,286	\$ -
XX	Amount of Annual Grant: (sum of lines....)	\$ 1,446,139	\$ 1,169,302	\$ 1,446,139	\$ 1,176,125
	Amount of Line XX Related to LBP Activities				

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450107 RHF Grant No.				Federal FY of Grant: 2007	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
PHA-WIDE	Operations	1406		\$ 150,000				
	SUBTOTAL	1406		\$ 150,000	\$ -	\$ -	\$ -	
PHA-WIDE	Computer Software/Management	1408		\$ 15,000				
	Consultant Fees	1408		\$ 20,500				
	Resident Training	1408		\$ 7,500				
	Maint. & Other Staff Training	1408		\$ 7,000				
	Maintenance Improvements	1408		\$ 5,000				
	Security	1408		\$ 45,000				
	SUBTOTAL	1408		\$ 100,000	\$ -	\$ -	\$ -	
PHA-WIDE	Tech. & Non-Tech. Salaries	1410		\$ 67,000				
	Travel Related to CFP	1410		\$ 8,000				
	Publications Related to CFP	1410		\$ 2,000				
	Telephone/Fax etc.	1410		\$ 2,000				
	Sundry (Advertisements etc.)	1410		\$ 5,000				
	SUBTOTAL	1410		\$ 84,000	\$ -	\$ -	\$ -	
PHA-WIDE	Architect/Engineers Fees	1430		\$ 70,000				
	Inspection Costs	1430		\$ 5,000				

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450107 RHF Grant No.				Federal FY of Grant: 2007	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	Sundry Planning	1430		\$ 23,157				
	SUBTOTAL	1430		\$ 98,157	\$ -	\$ -	\$ -	
PHA-WIDE	Non-Dwelling Structures	1470		\$ 5,000				
	SUBTOTAL	1470		\$ 5,000	\$ -	\$ -	\$ -	
PHA-WIDE	Non-Dwelling Equipment	1475		\$ 7,500				
	SUBTOTAL	1475		\$ 7,500	\$ -	\$ -	\$ -	
PHA-WIDE	Relocation Costs	1495		\$ 10,000				
	SUBTOTAL	1495		\$ 10,000	\$ -	\$ -	\$ -	
PHA-WIDE	Contingency	1502		\$ 65,000				
	SUBTOTAL	1502		\$ 65,000	\$ -	\$ -	\$ -	
PHA-WIDE	Site Acquisition	1440		\$ 50,000				
	SUBTOTAL	1440		\$ 50,000	\$ -	\$ -	\$ -	
PHA-WIDE	Non-Routine Unit Maintenance	1460		\$ -	\$ -	\$ -		
	SUBTOTAL	1460		\$ -	\$ -	\$ -	\$ -	

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450107 RHF Grant No.				Federal FY of Grant: 2007	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
AR4-01	Site Improvements (landscape, sidewalks, lighting, utilities, etc.)	1450		\$ 15,000				
Terrace	SUBTOTAL	1450		\$ 15,000	\$ -	\$ -	\$ -	
	Refurbish units (bathrooms, patch & paint, heat A/C, Kitchens, etc.)	1460	5	\$ 141,850				
	SUBTOTAL	1460		\$ 141,850	\$ -	\$ -	\$ -	
	Dwelling Equipment	1465.1		\$ 10,000				
	SUBTOTAL	1465.1		\$ 10,000	\$ -	\$ -	\$ -	
	Demolition	1485	3	\$ -				
	SUBTOTAL	1485		\$ -	\$ -	\$ -	\$ -	
	TOTAL AR4-01			\$ 166,850	\$ -	\$ -	\$ -	
AR4-03	Refurbish units (bathrooms, patch Paint, heat & A/C, kitchens, etc.)	1460		\$ -				
Ives Homes	SUBTOTAL	1460		\$ -	\$ -	\$ -	\$ -	

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450107 RHF Grant No.				Federal FY of Grant: 2007	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	Site Improvements (landscape, sidewalks, lighting, utilities, etc.)	1450		\$ -				
	SUBTOTAL	1450		\$ -	\$ -	\$ -	\$ -	
	Dwelling Equipment	1465.1		\$ -				
	SUBTOTAL	1465.1		\$ -	\$ -	\$ -	\$ -	
	Demolition	1485		\$ -				
	SUBTOTAL	1485		\$ -	\$ -	\$ -	\$ -	
	TOTAL AR4-03			\$ -	\$ -	\$ -	\$ -	
AR4-06	Refurbish units (bathrooms, patch Ives Walk Paint, heat & A/C, kitchens, etc.)	1460		\$ -				
	SUBTOTAL	1460		\$ -	\$ -	\$ -	\$ -	
	Architect/Engineers Fees	1430		\$ -			\$ -	
	Inspection Costs	1430		\$ -				
	Sundry Planning	1430		\$ -				

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450107 RHF Grant No.				Federal FY of Grant: 2007	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	SUBTOTAL	1430		\$ -	\$ -	\$ -	\$ -	
	Relocation Costs	1495		\$ -			\$ -	
	SUBTOTAL	1495		\$ -	\$ -	\$ -	\$ -	
	Site Improvements (landscape, sidewalks, lighting, utilities, etc.)	1450		\$ -			\$ -	
	SUBTOTAL	1450		\$ -	\$ -	\$ -	\$ -	
	Demolition	1485		\$ -				
	SUBTOTAL	1485		\$ -	\$ -	\$ -		
	TOTAL AR4-06			\$ -	\$ -	\$ -	\$ -	
AR4-05	Refurbish units (bathrooms, patch Paint, heat & A/C, kitchens, etc.)	1460		\$ -				
Hollinsworth Grove	SUBTOTAL	1460		\$ -	\$ -	\$ -	\$ -	
	Site Improvements (landscape, sidewalks, lighting, utilities, etc.)	1450		\$ -				

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450107 RHF Grant No.				Federal FY of Grant: 2007	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	SUBTOTAL	1450		\$ -	\$ -	\$ -	\$ -	
	Dwelling Equipment	1465.1		\$ -				
	SUBTOTAL	1465.1		\$ -	\$ -	\$ -	\$ -	
	Demolition	1485	5	\$ -				
	SUBTOTAL	1485		\$ -	\$ -	\$ -	\$ -	
	TOTAL AR4-05			\$ -	\$ -	\$ -	\$ -	
AR4-09	Replace/Repair Mech. Equipment	1460		\$ 25,000				
Parris	Refurbish units (bathrooms, patch			\$ 131,850				
Towers	Paint, heat & A/C, kitchens, etc.)	1460	7	\$ -				
	Refurbish Exterior	1460						
	Performance Contracting	1460		\$ -	\$ -			
	SUBTOTAL	1460		\$ 156,850	\$ -	\$ -	\$ -	
	Site Improvements	1450		\$ 5,000				
	SUBTOTAL	1450		\$ 5,000	\$ -	\$ -	\$ -	

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450107 RHF Grant No.				Federal FY of Grant: 2007	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	Dwelling Equipment	1465.1		\$ 10,000				
	SUBTOTAL	1465.1		\$ 10,000	\$ -	\$ -	\$ -	
	TOTALS AR4-09			\$ 171,850	\$ -	\$ -	\$ -	
AR4-10	Replace/Repair Mech. Equipment	1460		\$ 25,000				
Cumberland	Refurbish Units	1460	3	\$ 131,850				
Towers	Refurbish Exterior	1460		\$ -				
	SUBTOTAL	1460		\$ 156,850	\$ -	\$ -	\$ -	
	Site Improvements	1450		\$ 5,000				
	SUBTOTAL	1450		\$ 5,000	\$ -	\$ -	\$ -	
	Dwelling Equipment	1465.1		\$ 10,000				
	SUBTOTAL	1465.1		\$ 10,000	\$ -	\$ -	\$ -	
	TOTAL AR4-10			\$ 171,850	\$ -	\$ -	\$ -	
AR4-11	Replace/Repair Mech. Equipment	1460		\$ 85,000				
Jesse Powell	Refurbish Units	1460	3	\$ 71,853				

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450107 RHF Grant No.				Federal FY of Grant: 2007	
Develop- ment Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
Towers	Performance Contracting	1460		\$ -				
	SUBTOTAL	1460		\$ 156,853	\$ -	\$ -	\$ -	
	Site Improvements	1450		\$ 4,000				
	SUBTOTAL	1450		\$ 4,000	\$ -	\$ -	\$ -	
	Dwelling Equipment	1465.1		\$ 10,000				
	SUBTOTAL	1465.1		\$ 10,000	\$ -	\$ -	\$ -	
	TOTAL AR4-11			\$ 170,853	\$ -	\$ -	\$ -	
AR4-03 / 06	Construct New Units	1499		\$ -			\$ -	
Ives	TOTAL AR4-03 / 06	1499		\$ -	\$ -	\$ -	\$ -	
and Ives Walk								
PHA-WIDE	TOTAL	1460		\$ 612,403	\$ -	\$ -	\$ -	
PHA-WIDE	TOTAL	1450		\$ 50,000	\$ -	\$ -	\$ -	
PHA-WIDE	TOTAL	1465.1		\$ 25,000	\$ -	\$ -	\$ -	

Annual Statement / Performance Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 2: Supporting Pages

PHA Name: Housing Authority of the City of Little Rock, Arkansas			Grant Type and Number CFP Grant No: AR37P00450107 RHF Grant No.				Federal FY of Grant: 2007	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Funds Obligated	Total Actual Cost Funds Expended	Status of Work
	TOTAL	1485		\$ 10,000	\$ -	\$ -	\$ -	
	PART 2 SUPPORTING PAGES TOTALS			\$ 1,267,060	\$ -	\$ -	\$ -	
Signature of Executive Director and Date					Signature of Public Housing Director and Date			



RESIDENTIAL LEASE AGREEMENT

THIS LEASE IS IN TWO PARTS:

Part I establishes the Terms and Conditions of the lease. These apply to all residents;

Part II is a Lease Contract. This is executed by the resident and the PHA, includes Part I Terms and Conditions (by reference) and the following information specific to each family's circumstances:

- Identification of all members of Tenant household by relationship to the Head of the Household, their social security numbers, ages (at the time of lease execution), aliases and dates of birth (DOB);
- Unit address, occupancy date, property name and unit number;
- Pro-rated and full monthly rent amount, security deposit required, pro-rated and full monthly utility allowance provided (if any), pro-rated and full monthly utility reimbursement (if any) and the amount of any other charges due under the lease;
- Utilities and appliances provided by the PHA with the unit;
- All pamphlets or informational materials provided to Tenant;
- Signature line for the parties to the lease (all adult members of Tenant household must sign the lease);
- Emergency telephone number for Tenant to use if maintenance problems arise with the unit outside of normal PHA working hours.

The resident agrees to abide by necessary and reasonable policies and regulations promulgated by PHA for the benefit and well being of the housing project and Tenants. These policies and regulations shall be posted in a conspicuous manner in the project office and incorporated by reference in this Lease. Violation of such policies and regulations constitutes a violation of the Lease. The policies and regulations are as follows:

1. Admissions and Continued Occupancy Policy (ACOP)
2. One-Strike Provision for Admission to the Public Housing
3. Applicable Sections of Title V H.R. 4194 Quality Housing and Work Responsibility Act
4. PHA Ban Policy
5. PHA Grievance Policy

An executed Lease by the resident and the PHA acknowledges that the resident has been informed about the PHA's Admissions and Continued Occupancy Policy (ACOP), "One-Strike" Provision for Admission to Public Housing, applicable sections of Title V H.R. 4194 Quality Housing and Work Responsibility Act, the PHA Ban Policy, and the PHA Grievance Policy.

Copies of the policies and regulations are publicly available in the Property Management Office. A copy of the policies can be furnished on request to the Property Manager at the expense of the person making the request.

PART I of the RESIDENTIAL LEASE AGREEMENT: TERMS AND CONDITIONS

Little Rock Housing Authority

THIS LEASE AGREEMENT (called the "Lease") is between the Little Rock Housing Authority, (called "PHA") and Tenant named in Part II of this lease (called "Tenant"). [966.4 (a)]

I. **Description of the Parties and Premises:** [966.4 (a)]

- (a) PHA, using data provided by Tenant about income, family composition, and needs, leases to Tenant, the property (called "premises" or "dwelling unit") described in Part II of this Lease Agreement, subject to the terms and conditions contained in this lease. [966.4 (a)]
- (b) Premises must be used as the only private residence of the Tenant and the family members named on Part II of the Lease. The PHA may, by prior written approval, consent to Tenant's use of the unit for legal profit-making activities subject to the PHA's policy on such activities. [966.4 (d) (1 & 2)]
- (c) Any additions to the household members named on the lease, including Live-in Aides and foster children, **but excluding natural births and adoptions**, require the advance written approval of PHA. Such approval will be granted only if the new household members pass PHA's screening criteria and a unit of the appropriate size is available. Permission to add Live-in Aides and foster children shall not be unreasonably refused. [966.4 (a) (2) & (d) (3) (i)]

Tenant agrees to wait for PHA's approval before allowing additional persons to move into the Premises. Failure on the part of Tenant to comply with this provision is a serious violation of the material terms of the lease, for which PHA may terminate the lease in accordance with Section XIV. [966.4 (f) (3)]

- (d) Tenant shall report deletions (for any reason) from the household members named on the lease to the PHA in writing, within 10 days of the occurrence. [966.4 (c) (1) & (2) & (f) (3)]

TENANT'S INITIALS _____

II. **Lease and Amount of Rent**

- (a) Unless otherwise modified or terminated in accordance with Section XIV, this Lease shall automatically be renewed for successive terms of one calendar year upon annual reexamination of the tenants income, family composition, and needs . [966.4 (a) (1)]

The rent amount is stated in Part II of this Lease. Rent shall remain in effect unless adjusted by the PHA in accordance with Section VII herein. [966.4 (c)]

The amount of the Total Tenant Payment and Tenant Rent shall be determined by the PHA in compliance with HUD regulations and requirements and in accordance with PHA's Admissions and Occupancy Policy. [966.4 (c)]

- (b) **Rent is DUE and PAYABLE in advance on the first day of each month and shall be considered delinquent after the Fifth Calendar day of the month.** Rent may include utilities as described in Section VII below, and includes all maintenance services due to normal wear and tear. [966.4 (e) (1) & (3)]

When PHA makes any change in the amount of Total Tenant Payment or Tenant Rent, PHA shall give written notice to Tenant. The notice shall state the new amount, and the date from which the new amount is applicable. Rent predeterminations are subject to the Administrative Grievance Procedure. The notice shall also state that the Tenant may ask for an explanation of how the amount is computed by the PHA. If Tenant asks for an explanation, PHA shall respond in a reasonable time. **No partial rent payments or security deposits will be accepted** [966.4 (c) (4)]

- (c) **Minimum Rent Hardship Exemption:**

The Minimum Rent shall be \$50 per month, but a hardship exemption shall be granted to residents who can document that they are unable to pay the \$50 because of a long-term hardship (over 90 days). Examples under which residents would qualify for the hardship exemption to the minimum rent would include but not be limited to the following:

- The family has lost eligibility for or is applying for an eligibility determination for a Federal, State or local assistance program;
- The family would be evicted as result of the imposition of the minimum rent requirements;
- The income of the family has decreased because of changed circumstances, including loss of employment;
- A death in the family has occurred; or
- Other circumstances as determined by PHA

TENANT'S INITIALS _____

III. Other Charges: In addition to rent, Tenant is responsible for the payment of certain other charges specified in this lease. The type(s) and amounts of other charges are specified in Part II of this Lease Agreement. Other charges can include: [966.4 (b) (2)]

- (a) Maintenance Costs -- The cost for services or repairs due to intentional or negligent damage to the dwelling unit, common areas or grounds beyond normal wear and tear, caused by Tenant, household members or by guests. When PHA determines that needed maintenance is not caused by normal wear and tear, Tenant shall be charged for the cost of such service, either in accordance with the Schedule of Maintenance Charges posted by PHA or (for work not listed on the Schedule of Maintenance Charges) based on the actual cost to PHA for the labor and materials needed to complete the work, which could include total contract cost. If overtime work is required, overtime rates shall be charged. The tenant charge list can be viewed at each Site Office. [966.4 (b) (2)]
- (b) Excess Utility Charges --An excess utility charge will be assessed to the tenant whose utility usage is above the utility allowance. [966.4 (b) (2)]
- (c) Late Charges -- A charge of \$10.00 for rent or other charges paid after the fifth calendar day of the month. [966.4 (b) (3)] PHA shall provide written notice of the amount of any charge in addition to Tenant Rent, and when the charge is due. Charges in addition to rent are due no sooner than two weeks after Tenant receives PHA's written notice of the charge. **Overdue payments must include the late charge.** [966.4 (b) (4)]
- (d) Casualty – Charges will also be assessed to the Tenant to pay for damages caused by fire, smoke, and other related charges that are a result of negligence on the part of the Tenant, Household Member(s) of the Tenant or guests of the Tenant as determined by the Fire Department or the PHA. Such fire, smoke, water used to extinguish fire and other related charges shall be calculated in the amount of the replacement cost, actual cost or the deductible amount on the Landlord's fire insurance, if any, whichever is less. Such charges must be paid within sixty (60) days from the date in which the charges are incurred by the Landlord. The Tenant may be given the option of entering into a reasonable payment agreement for said charges. Failure to pay such charges by the due date or in accordance with such payment agreement shall be considered a breach and grounds for termination of this Lease.

The Tenant will do nothing and permit nothing to be done on the Premises, which will contravene any fire or other insurance policy covering the same.

TENANT'S INITIALS _____

IV. Payment Location: Rent and other charges must be mailed to: Little Rock Housing Authority, PO Box 2248, Little Rock, AR 72203-2248. PHA will not accept cash. Tenants who have submitted a check that is returned for insufficient funds may be required to make all future payments by cashier's check or money order.

TENANT'S INITIALS _____

V. Security Deposit

- (a) Tenant Responsibilities: Tenant agrees to the dollar amount of the security deposit as noted on Part II of this Residential Lease. **No partial security deposits will be accepted.** [966.4 (b) (5)]
- (b) PHA's Responsibilities: PHA will use the Security Deposit at the termination of this Lease:
 - 1. To pay the cost of any rent or any other charges owed by Tenant at the termination of this lease.
 - 2. To reimburse the cost of repairing any intentional or negligent damages to the dwelling unit caused by Tenant, household members or guests.
 - 3. To reimburse the PHA for cost associated with terminating contract less than 45 days after execution.

The Security Deposit may not be used to pay rent or other charges while Tenant occupies the dwelling unit. No refund of the Security Deposit will be made until Tenant has vacated, and PHA has inspected the dwelling unit.

The return of a security deposit shall occur within 60 days after Tenant moves out. PHA agrees to return the Security Deposit, if any, to Tenant when he/she vacates, less any deductions for any costs indicated above, so long as Tenant furnishes PHA with a forwarding address. If any deductions are made, PHA will furnish Tenant with a written statement of any such costs for damages and/or other charges deducted from the Security Deposit. No security deposit refunds will be given if the tenant fails to provide a 30 day notice to vacate the premises.

TENANT'S INITIALS _____

VI. Utilities and Appliances [966.4 (b) (1)]

- (a) PHA Supplied Utilities: PHA will supply water, sewer service, electricity (paid by some tenants to PHA), and trash collection. PHA will not be liable for the failure to supply utility service for any cause whatsoever beyond its control.
- PHA will provide a cooking range and refrigerator. Other major electrical appliances, air conditioners, freezers, extra refrigerators, washers, dryers, etc., may be installed and operated only with the written approval of PHA. [966.4 (b) (2)]
- (b) Non-Landlord Supplied Utilities. In communities having individual utility company-read meters, the Landlord will provide a utility allowance for those utilities that the Landlord is required to supply to the Tenant, as set forth above, based on size and type of apartment occupied. In such communities, residents will be responsible for contacting the appropriate utility companies for utility connection and for paying his/her utility bill directly to the utility company. The approved allowances will be a credit each month for each utility metered and subtracted from the Rent. The utility allowance may be changed from time to time by the Landlord and such changes will become part of this Lease, and the Tenant will receive a copy of the revised allowance schedule. [913.102] [965.473]
- If Tenant's actual utility bill exceeds the Allowance for Utilities, Tenant shall be responsible for paying the difference. If Tenant's actual utility bill is LESS than the Allowance for Utilities, Tenant shall receive the benefit of such saving as a payment to the Utility Company on the tenant's behalf.
- (c) Tenant Responsibilities: Tenant agrees not to waste the utilities provided by PHA and to comply with any applicable law, regulation, or guideline of any governmental entity regulating utilities or fuels. [966.4 (f) (8)]

TENANT'S INITIALS _____

VII. Terms and Conditions: The following terms and conditions of occupancy are made a part of the Lease.

- (a) Use and Occupancy of Dwelling: Tenant shall have the right to exclusive use and occupancy of the dwelling unit for Tenant and other household members listed on the lease. With the prior written consent of PHA, members of the household may engage in legal profit making activities in the dwelling unit. [966.4 (d) (1) & (2)]
- This provision permits reasonable accommodation of Tenant's guests or visitors. Visitors may be permitted in a dwelling unit so long as the visitors have no previous history of behavior on PHA premises that would be a lease violation. Visits of less than three (3) days need not be reported to or approved by the Property Manager. Visits of more than three (3) consecutive calendar days and less than fourteen (14) consecutive calendar days are permitted, provided they are reported to the Property Manager within seventy-two (72) hours and authorized by the Property Manager. For visits of more than three (3) consecutive calendar days and less than fourteen (14) consecutive calendar days, the period can not exceed fourteen (14) consecutive calendar days each year. Visits of more than fourteen (14) consecutive calendar days shall be authorized only by the Executive Director with advance documentation of the extenuating circumstances. Visitors remaining beyond this period shall be considered trespassers and the head of the household shall be in breach of the lease. [966.4 (d) (1)]
- (b) Ability to comply with Lease terms: If, during the term of this Lease, Tenant, by reason of physical or mental impairment is no longer able to comply with the material provisions of this lease, and cannot make arrangements for someone to aid him/her in complying with the lease, and PHA cannot make any reasonable accommodation that would enable Tenant to comply with the lease THEN; PHA will assist Tenant, or designated member(s) of Tenant's family, to find more suitable housing and move Tenant from the dwelling unit. If there are no family members who can or will take responsibility for moving Tenant, PHA will work with appropriate agencies to secure suitable housing and will terminate the Lease. [8.3]
- At the time of admission, all Tenants must identify the family member(s) to be contacted if they become unable to comply with lease terms.
- (c) Re determination of Rent, Dwelling Size, and Eligibility. The rent amount as determined in Part II of the Lease Agreement is due each month until changed as described below.
- (1) The status of each family is to be re-examined at least once a year.
- (2) Tenant promises to supply PHA, when requested, with accurate information about: family composition, age of family members, income and source of income of all family members, assets, and related information necessary to determine eligibility, annual income, adjusted income, and rent. [966.4 (c) (2)]
- Failure to supply such information when requested is a serious violation of the terms of the lease and PHA may terminate the lease.
- All information must be verified. Tenant agrees to comply with PHA requests for verification by signing releases for third-party sources, presenting documents for review, or providing other suitable forms of verification. [966.4 (c) (2)]

PHA shall give Tenant reasonable notice of what actions Tenant must take, and of the date by which any such action must be taken for compliance under this section. This information will be used by PHA to decide whether the amount of the rent should be changed, and whether the dwelling size is still appropriate for Tenant's needs.

This determination will be made in accordance with the Admissions and Occupancy Policy, which is publicly available in the each Development Office. A copy of the policies can be furnished on request at the expense of the person making the request.

- (3) Rent will not change during the period between regular re-examinations, UNLESS during such period: [960.209 (b)]
- (a) Tenant can verify a change in his/her circumstances (such as decline in or loss of income) that would justify a reduction in rent, except that rent shall not be reduced because a tenant's TANF grant is reduced because Tenant failed to comply with some TANF requirement. [913.107, 1995 Edition]
If a reduction is granted, Tenant must report subsequent increases in income within 10 days of the occurrence, until the next scheduled re-examination. (Failure to report within the 10 days may result in a retroactive rent charge.)
 - (b) It is found that Tenant has misrepresented the facts upon which the rent is based so that the rent Tenant is paying is less than the rent that he/she should have been charged. PHA then will apply an increase in rent retroactive to the first of the month following the month in which the misrepresentation occurred.
 - (c) Rent formulas or procedures are changed by Federal law or regulation.

- (4) All changes in family composition must be reported to the Site Office located in the Development in which you dwell, within 10 days of the occurrence. Failure to report within the 10 days may result in a retroactive rent charge. [966.4 (c) (2)]

This Lease will NOT be revised to permit a change of family composition resulting from a request to allow adult children to move back into the unit unless it is determined that the move is essential for the mental or physical health of Tenant AND it does not disqualify the family for size unit it is currently occupying.

- (d) Rent Adjustments: Tenant will be notified in writing of any rent adjustment due to the situations described above; All notices will state the effective date of the rent adjustment.

- 1. In the case of a rent decrease, the adjustment will become effective on the first day of the month following the reported change in circumstances, provided Tenant reported the change in a timely manner, as specified above.
- 2. In the case of a rent increase, when an increase in income occurs it must be reported within 10 days of the occurrence, the increase will become effective the first day of the 2nd month following the month in which the change was reported.
- 3. In the case of a rent increase due to misrepresentation, failure to report a change in family composition, or failure to report an increase in income (after a reduction in rent per the fixed rent policy), PHA shall apply the increase in rent retroactive to the first of the month following the month in which the misrepresentation occurred.
- 4. Newly employed Tenants who were previously unemployed for one or more years are eligible for a twelve-month grace period. Each adult family member can be eligible for the twelve (12) month grace period. (The twelve (12) month grace period will affect the adult with the income increase. The household's rent will still be adjusted if another family member's grace period expires.) The second 12th month period after the beginning of employment, 50-percent of the increased amount is excluded.

- (e) Transfers [966.4 (c) (3)]

- 1. Tenant agrees that if PHA determines that the size or design of the dwelling unit is no longer appropriate to Tenant's needs, PHA shall send Tenant written notice. Tenant further agrees to accept a new lease for a different dwelling unit of the appropriate size or design.
- 2. PHA may move a Tenant into another unit if it is determined necessary to rehabilitate or demolish Tenant's unit.
- 3. If a Tenant makes a written request for special unit features in support of a documented disability, PHA shall modify Tenant's existing unit. If the cost and extent of the modifications needed are tantamount to those required for a fully accessible unit, PHA may transfer Tenant to another unit with the features requested at PHA's expense.
- 4. A tenant without disabilities that is housed in a unit with special features must transfer to a unit without such features should a Tenant with disabilities need the unit.
- 5. In the case of involuntary transfers, Tenant shall be required to move into the dwelling unit made available by PHA. Tenant shall be given no less than 15 days time in which to move following delivery of a transfer notice. If Tenant refuses to move, PHA may terminate the Lease. [966.4 (c) (3)]
- 6. Involuntary transfers are subject to the Grievance Procedure, and no such transfers may be made until either the time to request a Grievance has expired or the procedure has been completed. [966.4 (c) (4)]
- 7. PHA will consider any Tenant requests for transfers in accordance with the transfer priorities established in the Admissions and Occupancy Policies.
- 8. All costs associated with the move will be the responsibility of the Tenant; however, the Landlord may provide movers for elderly and handicapped residents who are required to move as a result of being overhoused/underhoused.

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VIII. PHA Obligations [966.4 (e)]: PHA shall be obligated:

- (a) To maintain the dwelling unit and the project in decent, safe and sanitary condition; [966.4 (e) (1)]
- (b) To comply with the requirements of applicable building codes, housing codes, and HUD regulations materially affecting health and safety; [966.4 (e) (2)]
- (c) To make necessary repairs to the dwelling unit; [966.4 (e) (3)]
- (d) To keep development building, facilities, and common areas, not otherwise assigned to Tenant for maintenance and upkeep, in a clean and safe condition; [966.4 (e)(4)]
- (e) To maintain in good and safe working order and condition electrical, plumbing, sanitary, heating, ventilating, and other facilities and appliances, including elevators supplied or required to be supplied with PHA; [966.4 (e)(5)]
- (f) To provide and maintain appropriate receptacles and facilities (except container for the exclusive use of an individual tenant family) for the deposit of garbage, rubbish, and other waste removed from the premise by Tenant as required by this Lease; [966.4 (e)(6)]
- (g) To supply running water and reasonable amounts of hot water and reasonable amount of heat at appropriate times of the year according to local custom and usage; [966.4 (e)(7)]
- (h) To notify Tenant of the specific grounds for any proposed adverse action by PHA. (Such adverse action includes, but is not limited to: a proposed lease termination, transfer of Tenant to another unit, change in amount of rent, or imposition of charges for maintenance and repair, or for excess consumption of utilities.) When PHA is required to afford Tenant the opportunity for a hearing under the PHA grievance procedure for a grievance concerning a proposed adverse action:
 - 1. The Notice of the proposed adverse action shall inform Tenant of the right to request such hearing. In the case of lease termination, a notice of lease termination that complies with 966.4(l) (3) shall constitute adequate notice of proposed adverse action.
 - 2. In the case of a proposed adverse action other than a proposed lease termination, PHA shall not take the proposed action until time to request such a hearing has expired or (if hearing was timely requested) the grievance process has been completed. [966.4 (e) (8)]

TENANT'S INITIALS _____

IX. Tenant's Obligations: Tenant shall be obligated:

- (a) Not to assign the Lease, nor sublease the dwelling unit. [966.4 (f) (1)]
- (b)
 - 1. Not to give accommodation to boarders or lodgers; [966.4 f) (2)]
 - 2. Not to give accommodation to long-term guests (in excess of 3 days) without the advance written consent of PHA.
- (c) To use the dwelling unit solely as a private dwelling for Tenant and Tenant's household as identified in PART II of the Lease, and not to use or permit its use for any other purpose. [966.4 (f) (3)]

This provision does not exclude the care of foster children or live-in care of a member of Tenant's family, provided the accommodation of such persons conforms to PHA's Occupancy standards, and so long as PHA has granted prior written approval for the foster child(ren), or live-in aide to reside in the unit. [966.4 (d) ((3) (i))]
- (d) To abide by necessary and reasonable policies and regulations promulgated by PHA for the benefit and well being of the housing project and Tenants. These policies and regulations shall be posted in a conspicuous manner in the project office and incorporated by reference in this Lease. Violation of such policies and regulations constitutes a violation of the Lease. [966.4 (f) (4)]
- (e) To comply with the requirements of applicable state and local building or housing codes, materially affecting health and/or safety of Tenant and household. [966.4(f) (5)]
- (f) To keep the dwelling unit and other such areas as may be assigned to Tenant for exclusive use in a clean and safe condition. [966.4(f) (6)] This includes keeping front and rear entrances and walkways for the exclusive use of Tenant, free from hazards and trash and keeping the yard free of debris and litter. Exceptions to this requirement may be made for Tenants who have no household members able to perform such tasks because of age or disability. **The tenant will be assessed maintenance charges for not complying with the above.** [966.4 (g)]
- (g) To dispose of all garbage, rubbish, and other waste from the dwelling unit in a sanitary and safe manner only in containers approved or provided by PHA. [966.4(f) (7)] To refrain from, and cause members of Tenant's household or guest to refrain from, littering or leaving trash and debris in common areas.
- (h) To use only in reasonable manner all electrical, sanitary, heating, ventilating, air-conditioning, and other facilities and appurtenances including elevators. [966.4(f) (8)]

- (i) To refrain from, and to cause household and guests to refrain from destroying, defacing, damaging, or removing any part of dwelling unit or project. [966.4 (f) (9)]
- (j) To pay reasonable charges (other than for wear and tear) for the repair of damages to the dwelling unit, project buildings, facilities, or common areas caused by Tenant, household members or guests. [§ 966.4(f) (10)]
- (k) To act, and cause household members or guests to act in a manner that will:
 - 1. Not disturb other residents' peaceful enjoyment of their accommodations; and
 - 2. Be conducive to maintaining all PHA projects in a decent, safe, and sanitary condition. [966.4 (f) (11)]
- (l) To assure that Tenant, any member of the household, a guest, or another person under Tenant's control, shall not engage in:
 - 1. Any criminal activity that threatens the health, safety, or right to peaceful enjoyment of PHA's public housing premises by other residents or employees of PHA, or;
 - 2. Any drug-related criminal activity. Any criminal activity in violation of the preceding sentence shall be cause for termination of tenancy, and for eviction from the unit. (For the purposes of this lease, the term drug-related criminal activity means the illegal possession, manufacture, sale, distribution, use or possession with intent to manufacture, sell, distribute, or use, of a controlled substance as defined in Section 102 of the Controlled Substances Act.) [966.4 (f) (12)]
- (m) To make no alterations or repairs or re-decorations to the interior of the dwelling unit or to the equipment, nor to install additional equipment or major appliances without written consent of PHA. No wallpaper/borders are permitted anywhere in the apartment. To make no changes to locks or install new locks on interior/exterior doors without PHA's written approval. To use no nails, tacks, screws, brackets, or fasteners on any part of the dwelling unit (a reasonable number of picture hangers accepted) without authorization by PHA.
- (n) To give prompt prior notice to PHA, in accordance with Section XIII hereof, of Tenant's leaving dwelling unit unoccupied for any period exceeding one calendar week.
- (o) To act in a cooperative manner with neighbors and PHA Staff. To refrain from and cause members of Tenant's household or guests to refrain from acting or speaking in an abusive or threatening manner toward neighbors and PHA staff.
- (p) Not to display, use, or possess or allow members of Tenant's household or guests to display, use or possess any illegal firearms, (operable or inoperable) or other illegal weapons as defined by the laws and courts of the State of Arkansas anywhere on the property of PHA.
- (q) To take reasonable precautions to prevent fires and to refrain from storing or keeping flammable materials upon the premises.
- (r) To avoid obstructing sidewalks, areaways, galleries, passages, elevators, or stairs, and to avoid using these for purposes other than going in and out of the dwelling unit.
- (s) To refrain from erecting or hanging radio or television antennas and satellite dishes on or from any part of the dwelling unit, except that roof antennas and satellite dishes may be installed in accordance with regulations set forth by PHA with the written approval of PHA and require a \$150 security deposit.
- (t) To refrain from placing signs of any type in or about the dwelling except those allowed under applicable zoning ordinances and then only after having received written permission of PHA.
- (u) To refrain from, and cause members of Tenant's household to refrain from keeping, maintaining, harboring, or boarding any animal of any nature in the dwelling unit except in accordance with the PHA's pet policy, unless a verified disability warrants the possession of a service animal or companion animal.
- (v) To remove from PHA property any vehicles without valid registration and inspection stickers. To refrain from parking any vehicles in any right-of-way or fire lane designated and marked by PHA. Any inoperable or unlicensed vehicle as described above will be removed from PHA property at Tenant's expense. Automobile repairs are not permitted on project site. Tenants cannot drive or park vehicles on the grass under any circumstance.
- (w) To remove any personal property left on PHA property when Tenant leaves, abandons or surrenders the dwelling unit. Property left for more than 15 days shall be considered abandoned and will be disposed of by PHA. Costs for storage and disposal shall be assessed against the former tenant.
- (x) To use reasonable care to keep his/her dwelling unit in such condition as to ensure proper health and sanitation standards for Tenant, household members and neighbors. **TENANT SHALL NOTIFY THE AUTHORITY PROMPTLY OF KNOWN NEED FOR REPAIRS TO HIS/HER DWELLING UNIT**, and of known unsafe or unsanitary conditions in the dwelling unit or in common areas and grounds of the Project. Tenant's failure to report the need for repairs in a timely manner shall be considered to contribute to any damage that occurs.
- (y)
 - 1. Not to commit any fraud in connection with any Federal housing assistance program, and
 - 2. Not to receive assistance for occupancy of any other unit assisted under any Federal housing assistance program during the term of the lease.
- (z) To pay promptly any utility bills for utilities supplied to Tenant by a direct connection to the utility company, and to avoid disconnection of utility service for such utilities. Tenant must maintain utility service to the unit at all times and failure to do so is a breach of the lease.

- (aa) At the tenants choice, procure appropriate renters insurance to cover expenses due to fire, damage, utility line leaks, utility and/or appliance outage etc. that damages the tenants possessions and / or HA property. The HA will not replace tenant damaged possessions.
- (bb) For each adult in the household to perform at least 8 hours per month of qualifying community service (as specified by the PHA) unless the requirement is waived due to age, disability, or the fact that an adult is excused from this requirement because he/she is working, attending an educational institute, or participating in some other qualified training program.
- (cc) Abide by necessary and reasonable policies and regulations promulgated by PHA for the benefit and well being of the housing project and Tenants. These policies and regulations shall be posted in a conspicuous manner in the project office and incorporated by reference in this Lease. Violation of such policies and regulations constitutes a violation of the Lease.
- (dd) Residents will be obligated to keep good personal hygiene, and to maintain themselves in such a way that it does not interfere with the peaceful enjoyment of other residents.

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X. Defects Hazardous to Life, Health or Safety: In the event that the dwelling unit is damaged to the extent that conditions are created that are hazardous to the life, health, or safety of the occupants: [966.4 (h)]

PHA Responsibilities:

- (a) PHA shall be responsible for repair of the unit within a reasonable period of time after receiving notice from Tenant, provided, if the damage was caused by Tenant, household members, or guests, the reasonable cost of the repairs shall be charged to Tenant. [966.4 (h) (2)]
- (b) PHA shall offer Tenant a replacement dwelling unit, if available, if necessary repairs cannot be made within a reasonable time. PHA is not required to offer Tenant a replacement unit if Tenant, household members, or guests caused the hazardous condition. [966.4 (h) (3)]
- (c) Tenant shall accept any replacement unit offered by PHA.
- (d) In the event PHA, as described above cannot make repairs, and alternative accommodations are unavailable, then rent shall abate in proportion to the seriousness of the damage and loss in value as a dwelling. No abatement of rent shall occur if Tenant rejects alternative accommodations or if Tenant, household members, or guests caused the damage. [966.4 (h) (4)]
- (e) If PHA determines that the dwelling unit is untenantable because of imminent danger to the life, health, and safety of Tenant and Tenant refuses alternative accommodations, this Lease shall be terminated, and any rent paid will be refunded to Tenant.

Tenant Responsibilities:

- (a) Tenant shall immediately notify the Property Manager of the damage and intent to abate rent, when the damage is or becomes sufficiently severe that Tenant believes he/she is justified in abating rent. [966.4 (h) (1)]
- (b) Tenant agrees to continue to pay full rent, less the abated portion agreed upon by PHA, during the time in which the defect remains uncorrected.

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XI. Move-in and Move-out Inspections

- (a) Move-in Inspection: The Tenant shall inspect the dwelling unit prior to occupancy using an inspection form provided by the PHA. The form shall be signed by PHA and Tenant and a copy of the form retained in Tenant's folder. [966.4 (i)] PHA will correct any deficiencies noted on the inspection report, at no charge to Tenant.
- (b) Pre move-out Inspection: If requested by the tenant, the PHA will inspect the unit within 30 days of tenant's move-out date, provided the tenant gives a 30 day notice to vacate. PHA will give tenant a written statement of charges, if any, for which Tenant is responsible. Tenant can repair the unit prior to vacating at their cost.
- (c) Move-out Inspection -- PHA will inspect the unit at a reasonable time after the Tenant vacates and will give Tenant a written statement of the charges, if any, for which Tenant is responsible. Tenant and/or representative may join in such inspection, unless Tenant vacates without notice to PHA. [966.4 (i)]
- (d) Tenants in the high-rise buildings can only move-in or move-out during the hours of 8 a.m. to 4:30 p.m. Monday through Friday. No weekend or holiday moves are authorized.

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XII. Entry of Premises During Tenancy

- (a) Tenant Responsibilities--
1. Tenant agrees that the duly authorized agent, employee, or contractor of PHA will be permitted to enter Tenant's dwelling during reasonable hours of 8:00 A.M. to 6:00 P.M. for the purpose of performing routine maintenance, making improvements or repairs, inspecting the unit, or showing the unit for releasing. [966.4 (j) (1)]
 2. When Tenant calls to request maintenance on the unit, PHA shall attempt to provide such maintenance at a time convenient to Tenant. If Tenant is absent from the dwelling unit when PHA comes to perform maintenance, Tenant's request for maintenance shall constitute permission to enter.
- (b) PHA's Responsibilities--
1. PHA shall give Tenant at least 48 hours written notice that PHA intends to enter the unit. PHA may enter only at reasonable times. [966.4 (j) (1)]
 2. PHA may enter Tenant's dwelling unit at any time without advance notification when there is reasonable cause to believe that an emergency exists. [966.4 (j) (2)]
 3. If Tenant and all adult members of the household are absent from the dwelling unit at the time of entry, PHA shall leave in the dwelling unit a written statement specifying the date, time and purpose of entry prior to leaving the dwelling unit. [966.4 (j) (3)]

TENANT'S INITIALS _____

XIII. Notice Procedures

- (a) Tenant Responsibility-- Any notice to PHA must be in writing, delivered to the Property Manager's Office, or sent by prepaid first-class mail, properly addressed. [966.4 (k) (1) (ii)]
- (b) PHA Responsibility -- Notice to Tenant must be in writing, delivered to Tenant or to any adult member of the household residing in the dwelling unit, or sent by first-class mail addressed to Tenant. [966.4 (k) (1) (i)]
- (c) Unopened, cancelled, first class mail returned by the Post Office shall be sufficient evidence that notice was given.
- (d) If Tenant is visually impaired, all notices must be in an accessible format. [966.4 (k) (2)]

TENANT'S INITIALS _____

XIV. Termination of the Lease: In terminating the Lease, the following procedures shall be followed by PHA and Tenant:

- (a) This Lease may be terminated only for serious or repeated violations of material terms of the Lease, such as failure to make payments due under the lease or to fulfill Tenant obligations set forth in section IX above, or for other good cause. [966.4 (l) (2)]

Such serious or repeated violation of terms **shall include but not be limited to:**

1. The failure to pay rent or other payments when due, excluding minimum rent hardship exemptions; [966.4 (l) (2)]
2. Repeated late payment, which shall be defined as failure to pay the amount of rent or other charges due by the fifth calendar day of the month. Three such late payments within a 12-month period shall constitute a repeated late payment; [966.4 (l) (2)]
3. Failure to pay utility bills when Tenant is responsible for paying such bills directly to the supplier of utilities; [966.4 (l) (2)]
4. Misrepresentation of family income, assets, or composition; [966.4 (c) (2)]
5. Failure to supply, in a timely fashion, any certification, release, information, or documentation on Family income or composition needed to process annual re-examinations or interim re-determinations. [966.4 (c) (2)]

6. Serious or repeated damage to the dwelling unit, creation of physical hazards in the unit, common areas, grounds, or parking areas of any project site; [966.4 (l) (2)]
 7. Criminal activity by Tenant, household member, guest, or other person under Tenant's control, including criminal activity that threatens the health, safety or right to peaceful enjoyment of PHA's public housing premises by other residents, or any drug-related criminal activity. [966.4 (l) (2)]
 8. Offensive weapons or illegal drugs seized in a PHA unit by a law enforcement officer; [966.4 (l) (2)]
 9. Any fire on PHA premises caused by carelessness or unattended cooking. [966.4 (l) (2)]
 10. Tampering or making inoperative any smoke detection or heat detection equipment, systems or alarms. Such actions are criminal acts (IFC 901.8).
- (b) PHA shall give written notice of the proposed termination of the Lease of:
1. 14 days in the case of failure to pay rent;
 2. A reasonable time, but not to exceed thirty days, considering the seriousness of the situation (not to exceed 30 days but not less than 3 days) when the health or safety of other tenants or PHA staff is threatened;
 3. 30 days in any other case. [966.4 (l) (3) (i) (A), (B) & (C)]
- (c) The notice of termination:
1. The notice of termination to Tenant shall state specific reasons for the termination, shall inform Tenant of his/her right to make such reply as he/she may wish, and Tenant's right to examine PHA documents directly relevant to the termination or eviction. [966.4 (l) (3) (ii)]
 2. When PHA is required to offer Tenant the opportunity for a grievance hearing, the notice shall also inform Tenant of the right to request such a hearing in accordance with PHA's grievance procedures. [966.4 (l) (3) (ii)]
 3. Any notice to vacate (or quit) that is required by State or local law may be combined with, or run concurrently with the notice of lease termination under this section. [966.4 (l) (3) (iii)] The Notice to Vacate must be in writing, and specify that if Tenant fails to quit the premises within the applicable statutory period, appropriate action will be brought against Tenant, and Tenant may be required to pay the costs of court and attorney's fees.
 4. When PHA is required to offer Tenant the opportunity for a grievance hearing concerning the lease termination under PHA's grievance procedure, the tenancy shall not terminate (even if any Notice to Vacate under State of local law has expired) until the period to request a hearing has expired, or (if a hearing is requested) the grievance process has been completed. [966.4 (l) (3) (l)]
 5. When PHA is not required to offer Tenant the opportunity for a hearing under the grievance procedure and PHA has decided to exclude such grievance for PHA grievance procedure, the notice of lease termination shall (a) state that Tenant is not entitled to a grievance hearing on the termination; (b) specify the judicial eviction procedure to be used by PHA for eviction and state that HUD has determined that this eviction procedure provides the opportunity for a hearing in a court that contains the basic elements of due process as defined in HUD regulations; and (c) state whether the eviction is for a criminal activity that threatens health or safety of residents or staff or for drug-related criminal activity. [966.4 (l) (3) (v)]
 6. PHA may evict Tenant from the unit only by complying with State of Arkansas statutory eviction requirements. [966.4 (l) (4)]
- (d) Tenant may terminate this Lease at any time by giving thirty days written notice to vacate as described in Section XIII, above.
- (e) In deciding to evict for criminal activity, PHA shall have discretion to consider (or not to consider) all of the circumstances of the case, including the seriousness of the offense, the extent of participation by or awareness of family members, and the effects that the eviction would have both on family members not involved in the proscribed activity and on the family's neighbors. In appropriate cases, PHA may permit continued occupancy by remaining family members and may impose a condition that family members who engaged in the proscribed activity will neither reside in nor visit the unit. PHA may require a family member who has engaged in the illegal use of drugs to present credible evidence of successful completion of a treatment program as a condition to being allowed to reside in the unit. [966.4 (l) (5)]
- (f) When a PHA evicts a Tenant from a dwelling unit for criminal activity PHA shall notify the local post office serving that dwelling unit that such individual or family is no longer residing in the unit so the post office will stop mail delivery for such persons and they will have no reason to return to the unit. [966.4 (l) (5) (ii)]

TENANT'S INITIALS _____

XV. Waiver: No delay or failure by PHA in exercising any right under this lease agreement, and no partial or single exercise of any such right shall constitute a waiver (post or prospective) of that or any other right, unless otherwise expressly provided herein.

TENANT'S INITIALS _____

XVI. Housekeeping Standards: In an effort to improve the livability and conditions of the apartments owned and managed by PHA, uniform standards for resident housekeeping have been developed for all tenant families.

- (a) PHA Responsibility: The standards that follow will be applied fairly and uniformly to all Tenants. PHA will inspect each unit at least annually, to determine compliance with the standards. Upon completion of an inspection PHA will notify Tenant in writing if he/she fails to comply with the standards. PHA will advise Tenant of the specific correction(s) required establishing compliance, and indicating that training is available. Within a reasonable period of time, PHA will schedule a second inspection. Failure of a second inspection will constitute a violation of the lease terms.

Training will be available at no cost to any Tenant requesting or needing assistance in complying with the Housekeeping Standards.

- (b) Tenant responsibility: Tenant is required to abide by the standards set forth below. **Failure to abide by the Housekeeping Standards that results in the creation or maintenance of a threat to health or safety is a violation of the lease terms and can result in eviction.**

- (c) Housekeeping Standards: Inside the Apartment

General--

- (1) Walls: should be clean, free of dirt, grease, holes, cobwebs, and fingerprints.
- (2) Floors: should be clean, clear, dry and free of hazards.
- (3) Ceilings: should be clean and free of cobwebs.
- (4) Windows: should be clean and not nailed shut. Shades or blinds should be intact.
- (5) Woodwork: should be clean, free of dust, gouges, or scratches.
- (6) Doors: should be clean, free of grease and fingerprints. Doorstops should be present. Locks should work.
- (7) Heating units: should be dusted and access uncluttered.
- (8) Trash: shall be disposed of properly and not left in the unit.
- (9) Entire unit should be free of rodent or insect infestation.

Kitchen--

- (1) Stove: should be clean and free of food and grease.
- (2) Refrigerator: should be clean. Freezer door should close properly and freezer have no more than one inch of ice.
- (3) Cabinets: should be clean and neat. Cabinet surfaces and countertop should be free of grease and spilled food. Cabinets should not be overloaded. Storage under the sink should be limited to small or lightweight items to permit access for repairs. Heavy pots and pans should not be stored under the sink.
- (4) Exhaust Fan: should be free of grease and dust.
- (5) Sink: should be clean, free of grease and garbage. Dirty dishes should be washed and put away in a timely manner.
- (6) Food storage areas: should be neat and clean without spilled food.
- (7) Trash/garbage: should be stored in a covered container until removed to the disposal area.

Bathroom--

- (1) Toilet and tank: should be clean and odor free.
- (2) Tub and shower: should be clean and free of excessive mildew and mold. Where applicable, shower curtains should be in place, and of adequate length.
- (3) Lavatory: should be clean
- (4) Exhaust fans: should be free of dust.
- (5) Floor should be clean and dry.

Storage Areas--

- (1) Linen closet: should be neat and clean.
- (2) Other closets: should be neat and clean. No highly flammable materials should be stored in the unit.
- (3) Other storage areas: should be clean, neat and free of hazards.

- (d) Housekeeping Standards: Outside the Apartment

The following standards apply to family and scattered site development only; some standards apply only when the area noted is for the exclusive use of Tenant:

- (1) Yards: should be free of debris, trash, and abandoned cars. Exterior walls should be free of graffiti.
- (2) Porches (front and rear): should be clean and free of hazards. Any items stored on the porch shall not impede access to the unit.
- (3) Steps (front and rear): should be clean, and free of hazards.
- (4) Sidewalks: should be clean and free of hazards.
- (5) Storm doors: should be clean, with glass or screens intact.
- (6) Parking lot: should be free of abandoned cars. There should be no car repairs in the lots.
- (7) Hallways: should be clean and free of hazards.
- (8) Stairwells: should be clean and uncluttered.
- (9) Laundry areas: should be clean and neat. Remove lint from dryers after use.
- (10) Utility room: should be free of debris, motor vehicle parts, and flammable materials.

TENANT'S INITIALS _____

XVII. Applicable Policies and Regulations. The resident agrees to abide by necessary and reasonable policies and regulations promulgated by PHA for the benefit and well being of the housing project and Tenants. These policies and regulations shall be posted in a conspicuous manner in the project office and incorporated by reference in this Lease. Violation of such policies and regulations constitutes a violation of the Lease. The policies and regulations are as follows:

- (1) Admissions and Continued Occupancy Policy (ACOP)
- (2) One-Strike Provision for Admission to the Public Housing
- (3) Applicable Sections of Title V H.R. 4194 Quality Housing and Work Responsibility Act
- (4) PHA Ban Policy
- (5) PHA Grievance Policy

TENANT'S INITIALS _____

TENANT AGREES THAT ALL THE PROVISIONS OF THIS LEASE HAVE BEEN READ AND ARE UNDERSTOOD AND FURTHER AGREES TO BE BOUND BY ITS PROVISIONS AND CONDITIONS AS WRITTEN. (SIGNATURE REQUIRED ON PART II OF THE LEASE.)

No persons other than the Tenant and the Household Member(s) listed above are permitted to be domiciled in the Premises unless added to the Lease with the prior written approval of the Landlord.

TENANT'S INITIALS _____

(3) Term: The term of this lease shall be one calendar year, renewed as stipulated in Part I of the Lease. If the tenant submits a "notice to vacate" to vacate the premise prior to the end of the term of the lease, the notice must be given 30 days in advance of the tenant vacating. The lease can only terminate at the end of the 30 Day "Notice To Vacate." The tenant may vacate prior to the end of the 30 days, but the lease will still be in effect until the last day of the 30 Day Notice. Once vacated the HA will take possession. No partial or pro-rated monthly payments will be refunded.

TENANT'S INITIALS _____

(4) Rent: Initial rent (prorated for partial month) shall be \$_____. An amount equal to the product of the number of days of actual occupancy multiplied by 1/30th of the monthly rent, and, if applicable, the Tenant shall receive a credit benefit of \$_____ From PHA for Utility Reimbursement (for partial month). **Partial payments will not be accepted after the due date (first of the month).**

Thereafter, rent in the amount of \$_____ Per month shall be payable in advance on the first day of each month, and shall be delinquent after the fifth (5th) calendar day of said month. A utility allowance of \$_____ Per month (if applicable) shall be credited by the PHA to the Tenant. When the Total Tenant Payment (TTP) is less than the utility allowance, PHA will pay a utility reimbursement, equal to the difference between one month's TTP and the utility allowance to the utility company on the resident's behalf. [966.4 (b) (1)]

TENANT'S INITIALS _____

(5) Utilities and Appliances: PHA-Supplied Utilities [966.4 (b) (1)] Landlord agrees to furnish water and trash collection. Tenant agrees to furnish and maintain utilities. Tenant agrees to pay PHA all excess electric charges in excess of the utility allowance. **Note: Tenants that elect Flat Rent do not receive a utility allowance or reimbursement.**

Landlord agrees to furnish a range and refrigerator. The landlord is not responsible for damages caused by the malfunction of a refrigerator/freezer or range, which causes damage to food or other personal property.

Tenant must at all times have natural gas and electrical service to their unit. Failure to maintain services will be considered a breach of the contract.

TENANT'S INITIALS _____

(6) Utility Allowances: The PHA agrees to furnish a utility allowance as the amounts specified in the posted Schedule of Utility Allowances.

TENANT'S INITIALS _____

(7) Vehicles: The Tenant shall be entitled to parking for no more than _____ vehicles; provided that the vehicles are registered with the Landlord. The Landlord reserves the right to assign parking spaces to the Tenant and/or restrict the type of vehicles permitted at the Community. The Tenant's initial vehicle is listed below:

VEHICLE MAKE	MODEL	YEAR	LICENSE #

TENANT'S INITIALS _____

(8) Security Deposit: Tenant agrees to pay \$ _____ as a security deposit. See Part I of this lease for information on treatment of the Security Deposit. **No Partial Security Deposits Will Be Accepted** [966.3 (b) (5)]

TENANT'S INITIALS _____

(9) Execution: By Tenant's signature below, Tenant and household agree to the terms and conditions of Part I and II of this lease and all additional documents made a part of the lease by reference.

By the signature(s) below I/we also acknowledge that the Provisions of Part I of this Lease Agreement have been received and thoroughly explained to me/us.

TENANT _____

DATE _____

CO-TENANT _____

DATE _____

CO-TENANT _____

DATE _____

LRHA OFFICIAL: _____

DATE _____

TITLE: _____

TENANT'S CERTIFICATION

I, _____ hereby certify that I, and other members of my Household, have not committed any fraud in connection with any federal housing assistance program, unless such fraud was fully disclosed to PHA before execution of the lease, or before PHA approval for occupancy of the unit by the Household member.

I further certify that all information or documentation submitted by myself or other Household members to PHA in connection with any federal housing assistance program (before and during the lease term) are true and complete to the best of my knowledge and belief.

Tenant's Signature

Date

ATTACHMENTS:

If indicated by a (X) below, PHA has provided the tenant with the following attachments and/or information:

- | | |
|--|---|
| <input type="checkbox"/> Part I of this Lease | <input type="checkbox"/> Pet Policy |
| <input type="checkbox"/> Lead Paint Poisoning | <input type="checkbox"/> Grievance Procedure (May be updated) |
| <input type="checkbox"/> Housekeeping Standards | <input type="checkbox"/> Ban Policy (May be updated) |
| <input type="checkbox"/> Move-In Inspection Form | <input type="checkbox"/> One-Strike Provision |
| <input type="checkbox"/> ACOP | <input type="checkbox"/> Other: _____ |

STATEMENT ON RECEIPT OF INFORMATION

I/We have received a copy of the above information including "Protect Your Family From Lead in Your Home". The above information has been thoroughly explained to me/us. I/We understand the possibility the lead-based paint may exist in the unit.

Tenant's Signature

Date

MAINTENANCE AND REPAIRS

Request for Maintenance and Repairs. The Tenant must request maintenance or repairs by telephone to the Maintenance Department of Landlord. During non-business hours, emergency repairs may be requested by telephoning the Landlord or its designee at **the Security Desk**. In the event that the emergency services number changes, the Tenant should contact the Landlord during regular business hours (8:00 a.m. to 4:30 p.m. Monday - Friday) at (501) 340-4821 for the correct telephone number.

OFFICE ADDRESS: 201 East Roosevelt Road, Little Rock, AR 72206

SOLICITATION, TRESPASSING AND EXCLUSION OF NON-TENANTS

The Landlord is committed to providing a decent, safe and sanitary environment throughout the Landlord's property. The Tenant hereby delegates to the Landlord, or agrees to the Landlord's reservation of the following rights to aid in providing a decent, safe and sanitary environment throughout the Landlord's property:

- A. Tenant delegates to the Landlord the right, to be exercised by its employees and authorized agents, to regulate solicitation and prohibit trespassing on Landlord property by non-Tenants of the Landlord, unless the express written permission of the Landlord is properly obtained in advance and in accordance with any applicable policies and/or procedures of the Landlord. The Landlord shall exercise this right to the extent allowable by all applicable laws and/or regulations.

- B. The Landlord reserves the right, to be exercised by its employees and authorized agents, to exclude non-Tenants, including but not limited to guests (as defined herein) who, (i) conduct themselves in a manner to disturb the Tenants peaceful enjoyment of their accommodations, community facilities or other areas of Landlord property; (ii) engage in illegal or other activity which would impair the physical and social environment on Landlord premises; (iii) engage in any activity that may threaten the health, safety or peaceful enjoyment of Landlord premises by Tenants of the Landlord, employees of the Landlord or persons lawfully on the premises; (iv) engage in criminal activity or drug-related criminal activity (as defined herein), on or off Landlord premises; (v) engage in destroying, defacing, damaging or removing Landlord equipment, vehicles and/or any part of the dwellings, buildings, facilities, or other areas of Landlord premises; (vi) engage in the illegal use or illegal possession of firearms and/or other offensive weapons anywhere on Landlord premises; and/or (vii) intentionally violate necessary rules, regulations, policies and/or procedures set forth by the Landlord for the benefit and well being of Landlord, Tenants, employees and premises, in effect at the time this Agreement is entered into and hereafter promulgated by the Landlord, of which such non-Tenants have been made aware. Landlord shall exercise this right to the extent allowable by all applicable laws and/or regulations.

THE LANDLORD RESERVES THE RIGHT TO SECURE THE DWELLING AND/OR REMOVE THE TENANT'S PERSONAL PROPERTY TO A STORAGE FACILITY UPON THE DEATH OR INCAPACITY OF A SOLE TENANT. UNTIL SUCH TIME AS A PROPERLY VERIFIED PERSONAL REPRESENTATIVE, NEXT OF KIN, OR TENANT'S BENEFICIARY (AS LISTED BELOW), EXECUTES THE PROPER RECEIPTS REQUIRED BY THE LANDLORD FOR THE TENANT'S PERSONAL PROPERTY, OR HAS RECEIVED A COURT ORDER GIVING ACCESS, CONTROL OR POSSESSION TO TENANT'S PERSONAL PROPERTY.

DESIGNATION OF BENEFICIARY

Tenant designates the following adult person as TENANT'S beneficiary to be responsible for removal of TENANT'S personal property in the event of the death or incapacity of a sole Tenant, or in the event that this agreement is terminated by the Landlord and Tenant is otherwise unavailable:

NAME _____ RELATIONSHIP _____

ADDRESS _____

HOME PHONE _____ BUSINESS PHONE _____

Property shall be stored as provided in the abandoned property of this lease, and all costs incurred by the Landlord pursuant to the schedule of charges shall be repaid prior to the removal of the property as provided herein. If the property is not removed within 15 days of notice, the Landlord may dispose of the property as provided in this agreement.

If any provision of this lease is declared illegal or void in judicial proceedings, the remaining provisions herein shall remain in full force and effect.

LEASE ADDENDUM ON MOLD

To minimize the occurrence and growth of mold in the Leased premises, Resident hereby agrees to the following:

1. **MOISTURE ACCUMULATION.** Resident shall remove any visible moisture accumulation in or on the Leased Premises, including on walls, windows, floors, ceilings, and bathroom fixtures; mop up spills and thoroughly dry affected area as soon as possible after occurrence; use exhaust fans in kitchen and bathroom when necessary; and keep climate and moisture in the Leased Premises at reasonable levels.
2. **VENTILATION.** Resident shall arrange their possessions to allow proper circulation of air throughout the unit and shall introduce fresh air as much as possible. Relative humidity should be maintained at levels below 60% to discourage mold growth.
3. **APARTMENT CLEANLINESS.** Resident shall clean and dust the Leased Premises regularly, and shall keep the Leased Premises, particularly kitchen and bathrooms, clean.
4. **NOTIFICATION OF MANAGEMENT.** Resident shall promptly notify management by calling the Work Order Center at 340-4800 of the presence of the following condition:
 - i. A water leak, excessive moisture, or standing water inside the Leased Premises;
 - ii. A water leak, excessive moisture, or standing water in any community common Area
 - iii. Mold growth in or on the Leased Premises that persists after resident has tried several times to remove it with household cleaning solution, such as Lysol or Pine-sol disinfectants, Tilex Mildew Remover, or Clorox, or a combination of water and bleach;
 - iv. A malfunction in any part of the heating, air-conditioning, or ventilation system in the Leased Premises.
5. **LIABILITY.** Resident shall be liable to Owner for damages sustained to the Leased Premises or to Resident's person or property as a result of Resident's failure to comply with the terms of this addendum.
6. **VIOLATION OF ADDENDUM.** Violation of this addendum shall be deemed a material violation under the terms of the Lease, and Owner shall be entitled to exercise all rights and remedies it possesses against Resident at law or in equity.
7. **ADDENDUM SUPERSEDES LEASE.** In case of a conflict between the provisions of this addendum and any other provisions of the Lease, the provisions of the Addendum shall govern. This Lease Addendum on Mold is incorporated into the lease executed or renewed between Owner and Resident.

Resident's signature _____ Date _____

Owner/Manager's signature _____ Date _____

Chapter 9

REQUEST FOR APPROVAL OF TENANCY AND CONTRACT EXECUTION

[24 CFR 982.302]

INTRODUCTION

[24 CFR 982.305(a)]

The LRHA's program operations are designed to utilize available resources in a manner that is efficient and provides eligible families timely assistance based on the number of units that have been budgeted. The LRHA's objectives include maximizing HUD funds by providing assistance to as many eligible families and for as many eligible units as the budget will allow.

After families are issued a voucher, they may search for a unit anywhere within the jurisdiction of the LRHA or outside of the LRHA jurisdiction if they qualify for portability. The family must find an eligible unit under the program rules, with an owner/landlord who is willing to enter into a Housing Assistance Payments Contract with the LRHA. This chapter defines the types of eligible housing, the LRHA's policies which pertain to initial inspections, lease requirements, owner disapproval, and the processing of Requests For Approval of Tenancy (RFAT).

A. REQUEST FOR APPROVAL OF TENANCY [24 CFR 982.302, 982.305(b)]

The Request for Approval of Tenancy (RFAT) and a copy of the proposed lease, including the HUD prescribed tenancy addendum, must be submitted by the family during the term of the voucher. The family must submit the Request for Approval of Tenancy in the form and manner required by the LRHA

The Request for Approval of Tenancy must be signed by both the owner and voucher holder.

The LRHA will not permit the family to submit more than one RFAT at a time.

The LRHA will review the proposed lease and the Request for Tenancy Approval documents to determine whether or not they are approvable. The request will be approved if:

The unit is an eligible type of housing

The unit meets HUD's Housing Quality Standards (and any additional criteria as identified in this Administrative Plan)

The rent is reasonable

The proposed lease complies with HUD and LRHA requirements and has been executed by the landlord and tenant, including the HUD prescribed tenancy addendum.”

The owner is eligible to participate.

The family share of the gross rent would not exceed 40% of their monthly adjusted income.

Disapproval of RFAT

If the LRHA determines that the request cannot be approved for any reason, the landlord and the family will be notified in writing. The LRHA will instruct the owner and family of the steps that are necessary to approve the request.

When, for any reason, an RFAT is not approved, the LRHA will furnish another RFAT form to the family along with the notice of disapproval stating the remaining length of time the family can continue to search for eligible housing.

B. ELIGIBLE TYPES OF HOUSING [24 CFR 982.353]

The LRHA will approve any of the following types of housing in the voucher program:

All structure types can be utilized.

Manufactured homes where the tenant leases the mobile home and the pad.

Manufactured homes where the tenant owns the mobile home and leases the pad

Group homes

Congregate facilities (only the shelter rent is assisted)

Single room occupancy

Independent Group Residences.

Units owned (but not subsidized) by the LRHA (following HUD-prescribed requirements).

A family can own a rental unit but cannot reside in it while being assisted, except in the case when the tenant owns the mobile home and leases the pad. A family may lease in and have an interest in a cooperative housing development.

The LRHA may not permit a voucher holder to lease a unit which is receiving project-based Section 8 assistance or any duplicative rental subsidies.

C. LEASE REVIEW [24 CFR 982.308]

The LRHA will review the lease, particularly noting the approvability of optional charges and compliance with regulations and state and local law. The tenant also must have legal capacity to enter a lease under state and local law. Responsibility for utilities, appliances and optional services must correspond to those provided on the on the Request For Tenancy Approval.

The family and owner must submit a standard form of lease used in the locality by the owner and that is generally used for other unassisted tenants in the premises. The terms and conditions of the lease must be consistent with state and local law.

The lease must specify:

The names of the owner and tenant, and all family members to reside in the unit.

The address of the unit rented (including apartment number, if any), and

The amount of the monthly rent to owner, and

The utilities and appliances to be supplied by the owner, and

The utilities and appliances to be supplied by the family.

The HUD prescribed tenancy addendum must be included in the lease word-for-word before the lease is executed.

The owner's lease must include the Lead Warning Statement and disclosure information required by 24 CFR 35.92(b).

The lease must provide that drug-related criminal activity engaged in by the tenant, any household member, or any guest on or near the premises, or any person under the tenant's control on the premises is grounds to terminate tenancy.

The lease must also provide that owner may evict family when the owner determines that:

Any household member is illegally using a drug; or

A pattern of illegal use of drug by any household member interferes with the health, safety or right to peaceful enjoyment of the premises by other residents.

The lease must provide that the following types of criminal activity by a "covered person" are grounds to terminate tenancy:

Any criminal activity that threatens the health, safety or right to peaceful enjoyment of the premises by other residents (including property management staff residing on the premises);

Any criminal activity that threatens the health, safety or right to peaceful enjoyment of their residences by persons residing in the immediate vicinity of the premises; or

Any violent criminal activity on or near the premises by a tenant, household member, or guest; or

Any violent criminal activity on the premises by any other person under the tenant's control.

The lease must provide that the owner may terminate tenancy if a tenant is:

Fleeing to avoid prosecution or custody or confinement after conviction for a crime, or attempt to commit a crime, that is a felony under the laws of the place from which the individual flees (high misdemeanor in NJ); or

Violating a condition of probation or parole imposed under Federal or State law.

House Rules of the owner may be attached to the lease as an addendum, provided they are approved by the LRHA to ensure they do not violate any fair housing provisions and do not conflict with the tenancy addendum.

D. SEPARATE AGREEMENTS

Separate agreements are not necessarily illegal side agreements. Families and owners will be advised of the prohibition of illegal side payments for additional rent, or for items normally included in the rent of unassisted families, or for items not shown on the approved lease.

The family is not liable under the lease for unpaid charges for items covered by separate agreements and nonpayment of these agreements cannot be cause for eviction.

Owners and families may execute separate agreements for services, appliances (other than range and refrigerator) and other items that are not included in the lease if the agreement is in writing and approved by the LRHA.

Any appliances, services or other items which are routinely provided to unassisted families as part of the lease (such as air conditioning, dishwasher or garage) or are permanently installed in the unit, cannot be put under separate agreement and must be included in the lease. For there to be a separate agreement, the family must have the option of not utilizing the service, appliance or other item.

If the family and owner have come to a written agreement on the amount of allowable charges for a specific item, so long as those charges are reasonable and not a substitute for higher rent, they will be allowed.

All agreements for special items or services must be attached to the lease approved by the LRHA. If agreements are entered into at a later date, they must be approved by the LRHA and attached to the lease.

The LRHA will not approve separate agreements for modifications to the unit for persons with disabilities. The modifications are usually within the dwelling and are critical to the use of the dwelling.

E. INITIAL INSPECTIONS [24 CFR 982.305(a) & (b)]

See "Housing Quality Standards and Inspections" chapter of this Administrative Plan.

F. RENT LIMITATIONS [24 CFR 982.507]

The LRHA will make a determination as to the reasonableness of the proposed rent in relation to comparable units available for lease on the private unassisted market, and the rent charged by the owner for a comparable unassisted unit in the building or premises.

By accepting each monthly housing assistance payment from the LRHA, the owner certifies that the rent to owner is not more than rent charged by the owner for comparable unassisted units in the premises. The owner is required to provide the LRHA with information requested on rents charged by the owner on the premises or elsewhere.

At all times during the tenancy, the rent to owner may not be more than the most current reasonable rent as determined by the LRHA.

G. DISAPPROVAL OF PROPOSED RENT [24 CFR 982.502]

In any of the programs, if the proposed gross rent is not reasonable, at the family's request, the LRHA will negotiate with the owner to reduce the rent to a reasonable rent. If the rent is not affordable because the family share would be more than 40% of the family's monthly adjusted income, the LRHA will negotiate with the owner to reduce the rent to an affordable rent for the family.

At the family's request, the LRHA will negotiate with the owner to reduce the rent or include some or all of the utilities in the rent to owner.

If the rent can be approved after negotiations with the owner, the LRHA will continue processing the Request for Tenancy Approval and lease. If the revised rent involves a change in the provision of utilities, a new Request for Tenancy Approval must be submitted by the owner.

If the owner does not agree on the rent to owner after the LRHA has tried and failed to negotiate a revised rent, the LRHA will inform the family and owner that the lease is disapproved.

H. INFORMATION TO OWNERS [24 CFR 982.307(b), 982.54(d)(7)]

In accordance with HUD requirements, the LRHA will furnish prospective owners with the family's current address as shown in the LRHA's records and, if known to the LRHA, the name and address of the landlord at the family's current and prior address.

The LRHA will make an exception to this requirement if the family's whereabouts must be protected due to domestic abuse or witness protection.

The LRHA will inform owners that it is the responsibility of the landlord to determine the suitability of prospective tenants. Owners will be encouraged to screen applicants for rent payment history, payment of utility bills, eviction history, respecting the rights of other residents, damage to units, drug-related criminal activity or other criminal activity that is a threat to the health, safety or property of others, and compliance with other essential conditions of tenancy.

A statement of the LRHA's policy on release of information to prospective landlords will be included in the briefing packet which is provided to the family.

The LRHA will not provide documented information regarding tenancy history.

I. OWNER DISAPPROVAL [24 CFR 982.306]

See chapter on "Owner Disapproval and Restriction."

J. CHANGE IN TOTAL TENANT PAYMENT (TTP) PRIOR TO HAP EFFECTIVE DATE

When the family reports changes in factors that will affect the total family share prior to the effective date of the HAP contract at admission, the information will be verified and the total family share will be recalculated.

K. CONTRACT EXECUTION PROCESS [24 CFR 982.305(c)]

The LRHA prepares the Housing Assistance Contract and lease for execution. The family and the owner will execute the lease agreement, and the owner and the LRHA will execute the HAP contract. Copies of the documents will be furnished to the parties who signed the respective documents. The LRHA will retain a copy of all signed documents.

The LRHA makes every effort to execute the HAP contract before the commencement of the lease term. The HAP contract may not be executed more than 60 days after commencement of the lease term and no payments will be made until the contract is executed.

The Section 8 Manager or designee is authorized to execute a contract on behalf of the LRHA.

Owners must provide the current address of their residence (not a Post Office box). If families lease properties owned by relatives, the owner's current address will be compared to the subsidized unit's address.

Owners must provide an employer identification number or social security number **and a copy of their driver's license or other photo identification.**

Owners must also submit proof of ownership of the property, such as a grant deed or tax bill, and a copy of the management agreement if the property is managed by a management agent.

The owner must provide a home telephone number and business number if applicable.

Unless their lease was effective prior to June 17, 1998, a family may not lease properties owned by a parent, child, grandparent, grandchild, sister, brother, **aunt, uncle, niece, nephew or any cousins' of any family member..** The LRHA will waive this restriction as a reasonable accommodation for a family member who is a person with a disability.

L. CHANGE IN OWNERSHIP

See "Owner Disapproval and Restriction" chapter.

Chapter 16

OWNER DISAPPROVAL AND RESTRICTION

[24 CFR 982.54, 982.306, 982.453]

INTRODUCTION

It is the policy of the LRHA to recruit owners to participate in the voucher program. The LRHA will provide owners with prompt and professional service in order to maintain an adequate supply of available housing throughout the jurisdiction of the LRHA. The regulations define when the LRHA must disallow an owner participation in the program, and they provide the LRHA discretion to disapprove or otherwise restrict the participation of owners in certain categories. This chapter describes the criteria for owner disapproval, and the various penalties for owner violations.

A. DISAPPROVAL OF OWNER [24 CFR 982.306, 982.54(d)(8)]

The owner does not have a right to participate in the program. For purposes of this section, "owner" includes a principal or other interested party.

The LRHA will disapprove the owner for the following reasons:

HUD has informed the LRHA that the owner has been disbarred, suspended, or subject to a limited denial of participation under 24 CFR part 24.

HUD has informed the LRHA that the Federal government has instituted an administrative or judicial action against the owner for violation of the Fair Housing Act or other Federal equal opportunity requirements and such action is pending.

HUD has informed the LRHA that a court or administrative agency has determined that the owner has violated the Fair Housing Act or other Federal equal opportunity requirements.

Unless their lease was effective prior to June 17, 1998, the owner may not be a parent, child, grandparent, grandchild, sister, brother, **aunt, uncle, niece, nephew or cousins** of any family member. The LRHA will waive this restriction as a reasonable accommodation for a family member who is a person with a disability.

In cases where the owner and tenant bear the same last name, the LRHA may, at its discretion, require the family and or owner to certify whether they are related to each other in any way.

LRHA may at their discretion, depending on the seriousness and conditions, prohibit an owner from participating for the following reasons:

The owner has violated obligations under a housing assistance payments contract under Section 8 of the 1937 Act (42 U.S.C. 1437f).

The owner has committed fraud, bribery or any other corrupt act in connection with any Federal housing program.

The owner has engaged in drug-related criminal activity or any violent criminal activity.

The owner has a history or practice of non-compliance with the HQS for units leased under the tenant-based programs or with applicable housing standards for units leased with project-based Section 8 assistance or leased under any other Federal housing program.

The owner has a history or practice of renting units that fail to meet State or local housing codes.

The owner has committed criminal activity or any violent criminal activity with warrant a record of a felony or misdemeanor. The owner has a history or practice of failing to terminate tenancy of tenants of units assisted under Section 8 or any other federally assisted housing program for activity by the tenant, any member of the household, a guest or another person under the control of any member of the household that:

Threatens the right to peaceful enjoyment of the premises by other residents;

Threatens the health or safety of other residents, of employees of the PHA, or of owner employees or other persons engaged in management of the housing.

Threatens the health or safety of, or the right to peaceful enjoyment of their residences, by persons residing in the immediate vicinity of the premises; or

Is drug-related criminal activity or violent criminal activity;

The owner has not paid State or local real estate taxes, fines or assessments.

The owner has failed to comply with regulations, the mortgage or note, or the regulatory agreement for projects with mortgages insured by HUD or loans made by HUD.

B. DISAPPROVAL OR RESTRICTION

Allegations of owner fraud and abuse or frequent or serious contract violations are to be immediately brought to the attention of the Program Manager. The Program Manager will conduct a timely, thorough investigation, reviewing all relevant factors and, in accordance with the guidance provided by the Administrative Plan, will make a recommendation to the Executive Director as to what penalties should be imposed, if any.

The decision of the Executive Director is to be considered final. When temporary or permanent disapproval is appropriate, the date of decision, Vendor name, Vendor number and the term of the disapproval will be recorded on the LRHA Owner Disapproval and Restriction Log and will be made available to the Customer Service Representative and appropriate Housing Specialists to review returning RFTAs against upon receipt.

If an owner has committed fraud or abuse or is guilty of frequent or serious contract violations, the LRHA will restrict the owner from future participation in the program for a period of time commensurate with the seriousness of the offense. The LRHA may also terminate some or all contracts with the owner.

Before imposing any penalty against an owner the LRHA will review all relevant factors pertaining to the case, and will consider such factors as the owner's record of compliance and the number of violations.

See Program Integrity Addendum for guidance as to how owner fraud will be handled.

C. CHANGE IN OWNERSHIP

A change in ownership **does** require execution of a new contract **and lease**.

The LRHA may deny approval of assignment of the contract, for any of the reasons listed in Section A. of this chapter.

The LRHA will process a change of ownership only upon the written request of the new owner and only if accompanied by a copy of the escrow statement or other document showing the transfer of title, recorded deed and the employee identification number or social security number of the new owner.

If the new owner does not want an assignment of the contract, the LRHA will terminate the HAP contract with the old owner, since they are no longer the owner. The new owner may offer the family a new assisted lease. The family may elect to enter into the new lease or move to another unit.

RASS Follow-Up Plan

The PHA plan is in accordance with the federal regulations. The Plan is based upon the 2007 RASS survey.

Area #1: Communication

The PHA employs a variety of modes to communicate with residents. Each Property Manager is charged with producing and distributing a monthly site-specific newsletter and calendar of events.

We will also informational social gathering opportunities and work closer with service providers to increase communication between PHA and residents.

Area #1: Safety

The PHA has worked diligently with the local police department and other law enforcement officials to increase safety in PHA properties.

The PHA will continue to work with law enforcement, utilize resident council meetings and activities to develop and implement strategies to increase safety in the developments.

Additional funding from other sources, including HUD is needed for security and safety to be addressed properly.

Area #1: Neighborhood Appearance

All LRHA conventional developments are old, obsolete and located in neighborhoods that have serious area/neighborhoods problems. The PHA employees pickup trash and litter on the grounds. Residents are made aware of the charges the PHA will assess for trash and debris found and attributed to them or their guest.

The PHA will research other methods of increasing neighborhood appearance at each development. Additional funding from HUD for improving neighborhood appearance will be needed if PHA's are to be assessed in this area.

CUMBERLAND

Tenant Schedule of Charges					
Item Description		Item Action	Material Cost	Labor Cost	Normal Hour Cost
Apartment	Any Item Not Listed	Actual	Actual	Actual	Actual
Apartment	Walls Over 20 nail holes in plaster/sheetrock each room	Repair	\$3.00	\$25.76	\$28.76
Apartment	Walls Any nail holes in brick or masory (per room)	Repair	\$5.00	\$38.64	\$43.64
Apartment	Wall holes , For Every Square Inch * \$5.00	Repair	Actual	Actual	Actual
Bathtub	Stopper (Each)	Replace	\$0.34	\$2.50	\$2.84
Bathtub	Unstop	Repair	\$0.00	\$32.50	\$32.50
Bathtub	Spout	Replace	\$23.54		\$23.54
Bathtub	Faucet Handles (Pair)	Replace	\$7.82	\$3.75	\$11.57
Bathtub	Faucet Stem (Pair)	Replace	\$2.48	\$7.50	\$9.98
Bathtub	Reset During Normal Hours	Repair	\$0.00	\$19.32	\$19.32
Breaker	Single Pole	Replace	\$18.69	\$6.44	\$25.13
Breaker	Double Pole	Replace	\$45.00	\$6.44	\$51.44
Cabinet Kitchen	Section (per foot)	Replace	\$80.00	\$32.20	\$112.20
Cabinet Kitchen	Top (Per Foot)	Replace	\$20.00	\$25.76	\$45.76
Cabinet Kitchen	Drawer	Replace	\$36.00	\$6.44	\$42.44
Cabinet Kitchen	Drawer	Repair	\$14.00	\$7.50	\$21.50
Cabinet Kitchen	Door (Re-hang etc.)	Repair	\$35.00	\$6.44	\$41.44
Cabinet Kitchen	Door	Replace	\$24.00	\$3.75	\$27.75
Cabinet Kitchen	Front or Frame of Cabinet	Repair	\$20.00	\$6.44	\$26.44
Cabinet Kitchen	Drawer Pulls or Door Handles (Each)	Replace	\$2.70	\$6.44	\$9.14
Cabinet Kitchen	Door Hinges (Pair)	Replace	\$7.10	\$6.44	\$13.54
Cabinet Kitchen	Drawer Guide (Monorail) (Each)	Replace	\$3.78	\$6.44	\$10.22
Cabinet Kitchen	Re-Hang When Pulled Loose From Wall (Still attached)	Repair	\$10.00	\$19.32	\$29.32
Cabinet Medicine		Replace	\$32.00	\$6.44	\$38.44
Cabinet Medicine	Shelf, Cabinet	Replace	\$8.80	\$6.44	\$15.24
Clean Apartment	Furniture, Appliances Per Piece	Remove	\$0.00	\$19.32	\$19.32
Clean Apartment	Excessive Trash Left In Apartment	Remove	\$0.00	\$83.72	\$83.72
Clean Apartment	Walls/Floors (per room) Due To Poor Housekeeping	Clean	\$8.00	\$32.20	\$40.20
Clean Bathroom	Walls/Floors /Cabinets (per room) Due to poor housekeeping	Clean	\$5.00	\$19.32	\$24.32
Clean Kitchen	Walls/Floors /Cabinets (per room) Due to poor housekeeping	Clean	\$10.00	\$51.52	\$61.52

All prices and labor are subject to change due to fair market value.

Tenant Schedule of Charges					
Item Description		Item Action	Material Cost	Labor Cost	Normal Hour Cost
Clean Range	Upon Move Out Must Be Free OF All Grease And Debris	Clean	\$10.00	\$32.20	\$42.20
Clean Range	To operate correctly or make repairs	Clean	\$8.00	\$32.20	\$40.20
Clean Refrigerator	Upon Move Out Must Be Free OF All Grease And Debris	Clean	\$5.00	\$32.20	\$37.20
Cloths Rod		Replace	\$7.80	\$2.50	\$10.30
Commode		Replace	\$61.47	\$51.52	\$112.99
Commode	Wall Mount - Bowl Only	Replace	\$349.57	\$38.64	\$388.21
Commode	Tank Only	Replace	\$124.95	\$25.76	\$150.71
Commode	Floor Mount - Bowl Only	Replace	\$261.95	\$38.64	\$300.59
Commode	Tank Only	Replace	\$194.95	\$25.76	\$220.71
Commode	Tank Top	Replace	\$13.99	\$3.22	\$17.21
Commode	Commode Seat	Replace	\$14.49	\$3.22	\$17.71
Commode	Tank (Flush) Handle	Replace	\$0.93	\$3.22	\$4.15
Commode	Tank Float	Replace	\$5.89	\$6.44	\$12.33
Commode	Unstop-Stoppage	Replace	\$0.00	\$32.50	\$32.50
Commode	Unstop-Stoppage, Commode has to be pulled	Replace	\$2.50	\$51.52	\$54.02
Commode	Handicapped Tank Only	Replace	\$124.95	\$19.32	\$144.27
Commode	Handicapped Bowl Only	Replace	\$348.00	\$38.64	\$386.64
Commode	Handicapped Seat Including Grab Bars, Etc.	Replace	\$167.94	\$3.22	\$171.16
Door	Interior	Replace	\$48.95	\$38.64	\$87.59
Door	Door Stop	Replace	\$0.36	\$3.22	\$3.58
Door	Exterior Viewer	Replace	\$1.32	\$6.44	\$7.76
Door	Exterior: Cores (Lock Exchange)	Replace	\$0.00	\$32.20	\$32.20
Door	Interior: Passage Set	Replace	\$24.99	\$3.22	\$28.21
Identification Card		Replace	\$1.00	\$2.50	\$3.50
Key		Replace	\$1.00	\$2.50	\$3.50
Lavatory		Replace	\$38.99	\$15.00	\$53.99
Lavatory	Faucet	Replace	\$16.97	\$9.66	\$26.63
Lavatory	Replace Lavatory Handles	Replace	\$2.68	\$3.75	\$6.43
Lavatory	Replace P-Trap	Replace	\$12.29	\$6.44	\$18.73
Lavatory	Supply Line-Each	Replace	\$3.99	\$6.44	\$10.43
Lavatory	Faucet Stem -Each	Replace	\$3.95	\$6.44	\$10.39
Lavatory	Stopper (Each)	Replace	\$0.34	\$3.22	\$3.56
Light Fixture		Replace	\$16.75	\$12.88	\$29.63

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Tenant Schedule of Charges					
	Item Description	Item Action	Material Cost	Labor Cost	Normal Hour Cost
Light Fixture	Shade or Globe	Replace	\$11.00	\$12.88	\$23.88
Light Switch	Light Switch	Replace	\$5.84	\$6.44	\$12.28
Light Switch	Cover	Replace	\$0.57	\$3.22	\$3.79
Paint	Efficiency Unit :Tenant Abuse/Occupied<2.5 years	Replace	\$65.00	\$115.92	\$180.92
Paint	1-Bedroom Unit Tenant Abuse/Occupied<2.5 years	Replace	\$65.00	\$154.56	\$219.56
Paint	2-Bedroom Unit Tenant Abuse/Occupied <2.5 years	Replace	\$65.00	\$193.20	\$258.20
Range	Burner Knob	Replace	\$18.06	\$3.22	\$21.28
Range	Oven Dial	Replace	\$8.65	\$2.50	\$11.15
Range	Oven Control	Replace	\$8.65	\$7.50	\$16.15
Range	Oven Rack	Replace	\$13.30	\$2.50	\$15.80
Range	Vent-Hood	Replace	\$45.00	\$7.50	\$52.50
Range	Venta-Hood Filter	Replace	\$7.49	\$2.50	\$9.99
Range	Electric: Burner Indicator Light	Replace	\$12.00	\$5.00	\$17.00
Range	Electric: Burner or Oven Knob	Replace	\$8.00	\$2.50	\$10.50
Range	Electrc:6-Inch Surface Element	Replace	\$9.49	\$6.44	\$15.93
Range	Electric:8-Inch Surface Element	Replace	\$12.88	\$6.44	\$19.32
Range	Electric: 6-Inch Drip Pan	Replace	\$2.29	\$3.22	\$5.51
Range	Electric: 8-Inch Drip Pan	Replace	\$3.25	\$3.22	\$6.47
Range	Electric: Infinite Switch Control (Surface burner)	Replace	\$16.10	\$3.22	\$19.32
Range	Electric: Broiler Element (Oven)	Replace	\$30.00	\$3.75	\$33.75
Range	Electric: Back Element (Oven)	Replace	\$30.00	\$3.75	\$33.75
Range	Electric: Burner Block(Surface Element or Oven)	Replace	\$36.00	\$3.22	\$39.22
Receptacle	110 Volt	Replace	\$1.36	\$6.44	\$7.80
Receptacle	Cover	Replace	\$0.51	\$3.22	\$3.73
Receptacle	220 Volt	Replace	\$3.53	\$6.44	\$9.97
Receptacle	Ground Fault Circuit Interrupter	Replace	\$8.99	\$6.44	\$15.43
Refrigerator	Door	Replace	\$210.00	\$7.50	\$217.50
Refrigerator	Shelf Support	Replace	\$51.00	\$7.50	\$58.50
Refrigerator	Door Seal or Gasket	Replace	\$34.00	\$9.66	\$43.66
Refrigerator	Freezer Door Seal or Gasket	Replace	\$28.00	\$9.66	\$37.66
Refrigerator	Freezer Door	Replace	\$210.00	\$9.66	\$219.66
Refrigerator	Vegetable Bin (Crisper)	Replace	\$44.32	\$3.22	\$47.54
Refrigerator	Ice Tray (Each)	Replace	\$0.55	\$3.22	\$3.77

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Tenant Schedule of Charges					
	Item Description	Item Action	Material Cost	Labor Cost	Normal Hour Cost
Refrigerator	Track for Crisper	Replace	\$32.00	\$9.66	\$41.66
Refrigerator	Door Shelf Front (Freezer)	Replace	\$22.00	\$3.75	\$25.75
Refrigerator	Door Shelf Front (Friderator)	Replace	\$15.60	\$3.75	\$19.35
Refrigerator	Defrost Timer	Replace	\$24.00	\$10.00	\$34.00
Refrigerator	Auxiliary Thermostat	Replace	\$59.00	\$10.00	\$69.00
Shower Head	Replace Shower Head	Replace	\$6.96	\$3.22	\$10.18
Sink Kitchen	Faucet Assembly	Replace	\$38.00	\$15.00	\$53.00
Sink Kitchen		Replace	\$78.99	\$25.76	\$104.75
Sink Kitchen	Faucet Handles	Replace	\$18.78	\$3.22	\$22.00
Sink Kitchen	Spout	Replace	\$14.87	\$3.22	\$18.09
Sink Kitchen	Faucet Stem (Each)	Replace	\$2.51	\$6.44	\$8.95
Sink Kitchen	P-Trap	Replace	\$12.29	\$6.44	\$18.73
Sink Kitchen	Waste Line	Replace	\$13.29	\$6.44	\$19.73
Sink Kitchen	Strainer (Complete)	Replace	\$7.99	\$6.44	\$14.43
Sink Kitchen	Strainer Basket	Replace	\$3.49	\$3.22	\$6.71
Sink Kitchen	Supply Lines	Replace	\$2.46	\$6.44	\$8.90
Smoke Alarm	Tenant Removed and/or Damaged, High-rise Development	Repair	Actual	Actual	Actual
Soap Dish		Replace	\$3.19	\$6.44	\$9.63
Soap Dish	Ceramic	Replace	\$5.97	\$6.44	\$12.41
Soap Dish	Ceramic : Re-Hang Soap Dish	Repair	\$4.00	\$6.44	\$10.44
Thermostat		Replace	\$19.97	\$5.00	\$24.97
Tissue Holder		Replace	\$7.39	\$3.22	\$10.61
Tissue Holder	Tissue Roller	Replace	\$0.36	\$2.50	\$2.86
Tissue Holder	Re-Hang	Repair	\$1.00	\$3.22	\$4.22
Towel Bar		Replace	\$6.10	\$3.22	\$9.32
Towel Bar	Remount	Repair	\$2.00	\$3.22	\$5.22
Tumbler Holder			\$3.18	\$3.22	\$6.40
Window	Vertical Blind	Replace	\$54.00	\$25.76	\$79.76
lock out	Unlock For Resident: Gain Entry	Charge	\$0.00	\$32.20	\$32.20

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PARRIS TOWERS

Tenant Schedule of Charges					
Item Description		Item Action	Material Cost	Labor Cost	Normal Hour Cost
Apartment	Any Item Not Listed	Actual	Actual	Actual	Actual
Apartment	Walls Over 20 nail holes in plaster/sheetrock each room	Repair	\$3.00	\$25.76	\$28.76
Apartment	Walls Any nail holes in brick or masonry (per room)	Repair	\$5.00	\$25.76	\$30.76
Apartment	Wall holes , For Every Square Inch * \$5.00	Repair	Actual	Actual	Actual
Bathtub	Stopper (Each)	Replace	\$0.49	\$3.22	\$3.71
Bathtub	Unstop	Repair	\$1.00	\$25.76	\$26.76
Cabinet Kitchen	Section (per foot)	Replace	\$80.00	\$6.44	\$86.44
Cabinet Kitchen	Top (Per Foot)	Replace	\$19.00	\$19.32	\$38.32
Cabinet Kitchen	Drawer	Replace	\$36.00	\$6.44	\$42.44
Cabinet Kitchen	Drawer	Repair	\$36.00	\$6.44	\$42.44
Cabinet Kitchen	Door (Re-hang etc.)	Repair	\$11.00	\$6.44	\$17.44
Cabinet Kitchen	Door	Replace	\$24.00	\$6.44	\$30.44
Cabinet Kitchen	Front or Frame of Cabinet	Repair	\$16.00	\$12.88	\$28.88
Cabinet Kitchen	Drawer Pulls or Door Handles (Each)	Replace	\$1.28	\$6.44	\$7.72
Cabinet Kitchen	Door Hinges (Pair)	Replace	\$1.97	\$6.44	\$8.41
Cabinet Kitchen	Double Roller Catches (Each)	Replace	\$1.32	\$6.44	\$7.76
Cabinet Kitchen	Drawer Guide (Monorail) (Each)	Replace	\$1.55	\$6.44	\$7.99
Cabinet Kitchen	Re-Hang When Pulled Loose From Wall (Still attached)	Repair	\$10.00	\$12.88	\$22.88
Cabinet Medicine		Replace	\$20.78	\$6.70	\$27.48
Clean Apartment	Furniture, Appliances per Piece	Remove	\$0.00	\$25.76	\$25.76
Clean Apartment	Excessive Trash Left in Apartment	Remove	\$0.00	\$62.50	\$62.50
Clean Apartment	Walls/Floors: (per room) Due To Poor Housekeeping	Clean	\$8.00	\$12.88	\$20.88
Clean Bathroom	Walls/Floors/Cabinets: (per room) Due to Poor Housekeeping	Clean	\$5.00	\$25.76	\$30.76
Clean Kitchen	Walls/Floors/Cabinets: (per room) Due to Poor Housekeeping	Clean	\$10.00	\$25.76	\$35.76
Clean Range	Upon Move-Out: Must Be Free Of All Grease and Debris	Clean	\$10.00	\$12.88	\$22.88
Clean Range	To operate correctly or make repairs	Clean	\$10.00	\$25.76	\$35.76
Clean Refrigerator	Upon Move-Out: Must Be Free Of All Grease and Debris	Clean	\$5.00	\$25.76	\$30.76
Commode		Replace	\$61.47	\$12.88	\$74.35

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Item Description		Item Action	Material Cost	Labor Cost	Normal Hour Cost
Commode	Bowl Only	Replace	\$38.99	\$6.44	\$45.43
Commode	Tank Only	Replace	\$29.99	\$6.44	\$36.43
Commode	Tank Top	Replace	\$13.99	\$3.22	\$17.21
Commode	Commode Seat	Replace	\$13.99	\$6.44	\$20.43
Commode	Tank (Flush) Handle	Replace	\$0.93	\$3.22	\$4.15
Commode	Tank Float	Replace	\$5.89	\$3.22	\$9.11
Commode	Unstop-Stoppage	Replace	\$1.00	\$25.76	\$26.76
Commode	Unstop-Stoppage, Commode has to be Pulled	Replace	\$6.00	\$38.64	\$44.64
Commode	Handicapped Tank Only	Replace	\$124.95	\$6.44	\$131.39
Commode	Handicapped Bowl Only	Replace	\$349.00	\$6.44	\$355.44
Commode	Handicapped Seat Including Grab Bars, Etc.	Replace	\$167.94	\$6.44	\$174.38
Door	Interior: Wooden - Split at Passage Set	Repair	\$8.98	\$6.44	\$15.42
Door	Exterior: Re-hang Wooden	Repair	\$4.00	\$12.88	\$16.88
Door	Interior: Re-hang Wooden	Repair	\$4.00	\$12.88	\$16.88
Door	Interior: Remove Hasp, Chain, etc resident installed	Repair	\$0.00	\$6.44	\$6.44
Door	Exterior: Remove Hasp, Chain, etc Resident Installed	Repair	\$0.00	\$6.44	\$6.44
Door	Interior: Wooden, Patch Hole (Each Hole)	Repair	\$5.00	\$3.22	\$8.22
Door	Interior	Replace	\$31.49	\$12.88	\$44.37
Door	Door Stop	Replace	\$0.36	\$3.22	\$3.58
Door	Exterior: Viewer	Replace	\$1.32	\$3.22	\$4.54
Door	Exterior: Deadbolt and Cores - Each	Replace	\$47.14	\$6.44	\$53.58
Door	Exterior: Cores (Lock Exchange)	Replace	\$0.00	\$25.76	\$25.76
Door	Exterior Passage Set Knob	Replace	\$24.99	\$19.32	\$44.31
Door	Exterior: Remove Object from Lock	Repair	\$1.00	\$6.44	\$7.44
Door	Exterior: Thumb Turn on Deadbolt	Replace	\$11.00	\$6.44	\$17.44
Door	Interior: Passage Set	Replace	\$24.99	\$6.44	\$31.43
Door	Interior: Striker Plate	Replace	\$7.25	\$6.44	\$13.69
Indentification Card		Replace	\$1.00	\$3.22	\$4.22
Key		Replace	\$1.00	\$3.22	\$4.22
Lavatory	Faucet	Replace	\$16.97	\$9.66	\$26.63
Lavatory	Replace Lavatory Handles	Replace	\$3.96	\$6.44	\$10.40
Lavatory	Replace P-Trap	Replace	\$11.96	\$6.44	\$18.40
Lavatory	Re-hang Lavatory	Repair	\$6.00	\$19.32	\$25.32
Lavatory	Supply Line - Each	Replace	\$2.15	\$6.44	\$8.59

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Item Description		Item Action	Material Cost	Labor Cost	Normal Hour Cost
Lavatory	Faucet Stem - Each	Replace	\$3.95	\$6.44	\$10.39
Lavatory	Stopper (Each)	Replace	\$0.34	\$3.22	\$3.56
Light Fixture		Replace	\$16.75	\$9.66	\$26.41
Light Fixture	Shade or Globe	Replace	\$11.00	\$6.44	\$17.44
Light Switch	Light Switch	Replace	\$2.00	\$6.44	\$8.44
Light Switch	Cover	Replace	\$0.51	\$3.22	\$3.73
Lock	Unlock for Resident: Gain Entry	Charge	\$0.00	\$25.76	\$25.76
Paint	Efficiency Unit: Tenant Abuse/Occupied <2.5 Years	Replace	\$30.00	\$51.52	\$81.52
Paint	1-Bedroom Unit: Tenant Abuse/Occupied <2.5 Years	Replace	\$40.00	\$77.28	\$117.28
Paint	2-Bedroom Unit: Tenant Abuse/Occupied <2.5 Years	Replace	\$50.00	\$103.04	\$153.04
Paint	3 Bedroom Unit: Tenant Abuse/Occupied <2.5 Years	Replace	\$60.00	\$154.56	\$214.56
Range	Oven Door Handle	Replace	\$2.78	\$6.44	\$9.22
Range	Burner Knob	Replace	\$1.95	\$3.22	\$5.17
Range	Oven Dial	Replace	\$8.65	\$12.88	\$21.53
Range	Oven Door	Repair	\$0.00	\$19.32	\$19.32
Range	Venta-Hood	Replace	\$57.97	\$19.32	\$77.29
Range	Venta-Hood Filter	Replace	\$6.69	\$3.22	\$9.91
Range	Electric: Burner Indicator Light	Replace	\$8.79	\$3.22	\$12.01
Range	Electric: Burner or Oven Knob	Replace	Oven: 3.96 Burner 4.67	\$3.22	Oven: 7.18 Burner: 7.89
Range	Electric: Oven thermostat/Control	Replace	\$43.86	\$12.88	\$56.74
Range	Electric: 6-inch Surface Element	Replace	\$10.77	\$3.22	\$13.99
Range	Electric: 8-inch Surface Element	Replace	\$14.31	\$3.22	\$17.53
Range	Electric: 6-inch Drip Pan	Replace	\$13.00	\$3.22	\$16.22
Range	Electric: 8-inch Drip Pan	Replace	\$15.00	\$3.22	\$18.22
Range	Electric: Infinte Swtich Control (Surface Burner)	Replace	\$16.10	\$6.44	\$22.54
Range	Electric: Broiler Element (Oven)	Replace	\$10.79	\$6.44	\$17.23
Range	Electric: Back Element (Oven)	Replace	\$9.50	\$6.44	\$15.94
Range	Electric: Burner Block (Surface Element or Oven)	Replace	\$3.62	\$3.22	\$6.84
Receptacle	110 Volt	Replace	\$0.45	\$6.44	\$6.89
Receptacle	Cover	Replace	\$0.51	\$3.22	\$3.73
Receptacle	220 Volt	Replace	\$3.59	\$6.44	\$10.03
Receptacle	Ground Fault Circuit Interrupter	Replace	\$8.99	\$6.44	\$15.43
Refrigerator		Replace	\$369.00	\$6.44	\$375.44

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	Item Description	Item Action	Material Cost	Labor Cost	Normal Hour Cost
Refrigerator	Door	Replace	\$210.00	\$6.44	\$216.44
Refrigerator	Door Panel Inner	Replace	\$151.00	\$6.44	\$157.44
Refrigerator	Shelf Support	Replace	\$51.00	\$3.22	\$54.22
Refrigerator	Door Seal or Gasket	Replace	\$34.00	\$6.44	\$40.44
Refrigerator	Freezer Door Seal or Gasket	Replace	\$28.00	\$6.44	\$34.44
Refrigerator	Freezer Door	Replace	\$210.00	\$6.44	\$216.44
Refrigerator	Door Hinge (Each)	Replace	\$18.00	\$3.22	\$21.22
Refrigerator	Vegetable Bin (Crisper)	Replace	\$44.32	\$3.22	\$47.54
Refrigerator	Ice Tray (Each)	Replace	\$0.55	\$3.22	\$3.77
Refrigerator	Track for Crisper	Replace	\$32.00	\$3.22	\$35.22
Refrigerator	Shelf (Each)	Replace	\$41.00	\$3.22	\$44.22
Refrigerator	Door Shelf Front (Freezer)	Replace	\$22.00	\$3.22	\$25.22
Refrigerator	Door Shelf Front (Refrigerator)	Replace	\$15.60	\$3.22	\$18.82
Refrigerator	Butter Dish cover	Replace	\$13.00	\$3.22	\$16.22
Refrigerator	Defrost Timer	Replace	\$12.14	\$6.44	\$18.58
Refrigerator	Condensate Pump	Replace	\$75.00	\$6.44	\$81.44
Refrigerator	Auxiliary Thermostat	Replace	\$42.00	\$6.44	\$48.44
Refrigerator	Nothing Wrong Unnecessary Call	Charge	\$0.00	\$32.20	\$32.20
Refrigerator	Resident will not admit Personnel	Charge	\$0.00	\$32.20	\$32.20
Shower Head	Replace Shower Head	Replace	\$3.50	\$3.22	\$6.72
Sink Kitchen	Faucet Assembly	Replace	\$38.00	\$6.44	\$44.44
Sink Kitchen		Replace	\$90.83	\$12.88	\$103.71
Sink Kitchen	Faucet Handles	Replace	\$18.17	\$3.22	\$21.39
Sink Kitchen	Spout	Replace	\$14.97	\$3.22	\$18.19
Sink Kitchen	Faucet Stem (Each)	Replace	\$2.51	\$3.22	\$5.73
Sink Kitchen	P-Trap	Replace	\$12.29	\$6.44	\$18.73
Sink Kitchen	Waste Line	Replace	\$13.29	\$6.44	\$19.73
Sink Kitchen	Strainer (Complete)	Replace	\$7.99	\$6.44	\$14.43
Sink Kitchen	Strainer Basket	Replace	\$8.50	\$3.22	\$11.72
Sink Kitchen	Unstop	Repair	\$1.00	\$25.76	\$26.76
Sink Kitchen	Supply Lines	Replace	\$2.15	\$6.44	\$8.59
Smoke Alarm	Tenant Removed and Damaged, Family Dev.	Replace	\$11.68	\$6.44	\$18.12
Smoke Alarm	Tenant Removed and/or Damaged, High-rise Development	Repair	Actual	Actual	Actual
Tissue Holder		Replace	\$7.39	\$3.22	\$10.61

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	Item Description	Item Action	Material Cost	Labor Cost	Normal Hour Cost
Tissue Holder	Tissue Roller	Replace	\$0.36	\$3.22	\$3.58
Tissue Holder	Re-hang	Repair	\$1.00	\$6.44	\$7.44
Towel Bar		Replace	\$6.10	\$6.44	\$12.54
Towel Bar	Remount	Repair	\$2.09	\$3.22	\$5.31
Window	Screen: New	Replace	\$15.20	\$6.44	\$21.64
Window	Screen: Re-hang When Removed by Resident	Repair	\$0.00	\$19.32	\$19.32
Window	Glass (Each)	Replace	\$16.00	\$6.44	\$22.44
Window	Glass: Re-putty When Pushed Out (Not Broken)	Repair	\$3.00	\$6.44	\$9.44

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POWELL TOWERS

Tenant Schedule of Charges					
	Item Description	Item Action	Material Cost	Labor Cost	Normal Hour Cost
Apartment	Any Item Not Listed	Actual	Actual	Actual	Actual
Apartment	Walls Over 20 nail holes in plaster/sheetrock each room	Repair	\$3.00	\$25.76	\$28.76
Apartment	Walls Any nail holes in brick or masonry (per room)	Repair	\$5.00	\$38.64	\$43.64
Apartment	Wall holes , For Every Square Inch * \$5.00	Repair	Actual	Actual	Actual
Bathtub	Stopper (Each)	Replace	\$0.69	\$3.22	\$3.91
Bathtub	Unstop	Repair	\$0.00	\$25.76	\$25.76
Bathtub	Overflow Plate	Replace	\$1.14	\$3.22	\$4.36
Bathtub	Spout	Replace	\$7.97	\$3.22	\$11.19
Bathtub	Faucet Handles (Pair)	Replace	\$8.00	\$6.44	\$14.44
Bathtub	Faucet Stem (Pair)	Replace	\$3.00	\$6.44	\$9.44
Bathtub	Reset During Normal Hours	Repair	\$0.00	\$12.88	\$12.88
Breaker	Single Pole	Replace	\$21.50	\$6.44	\$27.94
Breaker	Double Pole	Replace	\$51.75	\$6.44	\$58.19
Breaker	Doors (Each)	Replace	\$44.85	\$9.66	\$54.51
Cabinet Bathroom	Doors Hinges or Pulls (Each)	Replace	\$3.10	\$12.88	\$15.98
Cabinet Bathroom	Section (per foot)	Replace	\$92.00	\$32.20	\$124.20
Cabinet Kitchen	Top (Per Foot)	Replace	\$23.00	\$12.88	\$35.88
Cabinet Kitchen	Drawer	Replace	\$41.40	\$6.44	\$47.84
Cabinet Kitchen	Door (Re-hang etc.)	Repair	\$15.00	\$6.44	\$21.44
Cabinet Kitchen	Door	Replace	\$40.25	\$6.44	\$46.69
Cabinet Kitchen	Front or Frame of Cabinet	Repair	\$25.00	\$12.88	\$37.88
Cabinet Kitchen	Drawer Pulls or Door Handles (Each)	Replace	\$3.10	\$3.22	\$6.32
Cabinet Kitchen	Door Hinges (Pair)	Replace	\$8.17	\$6.44	\$14.61
Cabinet Kitchen	Double Roller Catches (Each)	Replace	\$4.35	\$6.44	\$10.79
Cabinet Kitchen	Drawer Guide (Monorail) (Each)	Replace	\$4.35	\$6.44	\$10.79
Cabinet Kitchen	Re-Hang When Pulled Loose From Wall (Still attached)	Repair	\$15.00	\$6.44	\$21.44
Cabinet Medicine		Replace	\$36.80	\$6.44	\$43.24
Cabinet Medicine	Shelf, Cabinet	Replace	\$8.00	\$2.50	\$10.50
Carpet	Glue Etc.	Remove	Actual	Actual	Actual
Carpet		Replace	Actual	Actual	Actual

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	Item Description	Item Action	Material Cost	Labor Cost	Normal Hour Cost
Clean Apartment	Furniture, Appliances Per Piece	Remove	\$0.00	\$19.32	\$19.32
Clean Apartment	Excessive Trash Left In Apartment	Remove	\$0.00	\$83.72	\$83.72
Clean Apartment	Walls/Floors (per room) Due To Poor Housekeeping	Clean	\$10.00	\$32.20	\$42.20
Clean Bathroom	Walls/Floors /Cabinets (per room) Due to poor housekeeping	Clean	\$10.00	\$16.10	\$26.10
Clean Kitchen	Walls/Floors /Cabinets (per room) Due to poor housekeeping	Clean	\$15.00	\$41.86	\$56.86
Clean Range	Upon Move Out Must Be Free OF All Grease And Debris	Clean	\$10.00	\$54.74	\$64.74
Clean Range	To operate correctly or make repairs	Clean	\$10.00	\$32.20	\$42.20
Clean Refrigerator	Upon Move Out Must Be Free OF All Grease And Debris	Clean	\$10.00	\$32.20	\$42.20
Commode		Clean	\$79.32	\$51.52	\$130.84
Commode	Bowl Only	Replace	\$54.99	\$25.76	\$80.75
Commode	Tank Only	Replace	\$34.48	\$19.32	\$53.80
Commode	Tank Top	Replace	\$16.08	\$3.22	\$19.30
Commode	Commode Seat	Replace	\$14.99	\$3.22	\$18.21
Commode	Tank (Flush) Handle	Replace	\$1.99	\$3.22	\$5.21
Commode	Tank Float	Replace	\$9.99	\$6.44	\$16.43
Commode	Unstop-Stoppage	Replace	\$0.00	\$25.76	\$25.76
Commode	Unstop-Stoppage, Commode has to be pulled	Replace	\$5.00	\$19.32	\$34.32
Commode	Handicapped Tank Only	Replace	\$143.69	\$19.32	\$163.01
Commode	Handicapped Bowl Only	Replace	\$401.35	\$25.76	\$427.11
Commode	Handicapped Seat Including Grab Bars, Etc.	Replace	\$192.05	\$6.44	\$198.49
Deck		Repair	Actual	Actual	Actual
Door	Fire Rated Hall Door	Replace	\$332.35	\$45.08	\$377.43
Door	Fire Rated Door Stairway	Replace	\$280.60	\$45.08	\$325.68
Door		Repair	\$13.82	\$3.22	\$17.04
Door	Interior Wooden-Split at Passage set	Repair	\$15.00	\$12.88	\$27.88
Door	Exterior: Re-hang Wooden	Repair	\$8.00	\$28.98	\$36.98
Door	Interior : Re-Hang Wooden	Repair	\$6.00	\$16.10	\$22.10
Door	Interior: Remove Hasp, Chain, Etc. resident installed	Repair	\$0.00	\$25.76	\$25.76
Door	Interior: Wooden Patch Hole (Each hole)	Repair	\$5.00	\$19.32	\$24.32
Door	Interior	Replace	\$48.95	\$25.76	\$74.71
Door	Door Stop	Replace	\$0.21	\$6.44	\$6.65
Door	Exterior Viewer	Replace	\$3.00	\$6.44	\$9.44
Door	Exterior: Cores (Lock Exchange)	Replace	\$0.00	\$32.20	\$32.20
Door	Interior: Passage Set	Replace	\$16.00	\$6.44	\$22.44

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Item Description		Item Action	Material Cost	Labor Cost	Normal Hour Cost
Door	Interior: Striker Plate	Replace	\$8.00	\$6.44	\$14.44
Key		Replace	\$1.00	\$6.44	\$7.44
Lavatory	Faucet	Replace	\$46.67	\$9.66	\$56.33
Lavatory	Replace Lavatory Handles	Replace	\$4.24	\$6.44	\$10.68
Lavatory	Replace P-Trap	Replace	\$13.75	\$6.44	\$20.19
Lavatory	Re-Hang Lavatory	Replace	\$5.00	\$19.32	\$24.32
Lavatory	Supply Line-Each	Replace	\$2.47	\$6.44	\$8.91
Lavatory	Faucet Stem -Each	Replace	\$6.00	\$6.44	\$12.44
Light Fixture		Replace	\$19.26	\$9.66	\$28.92
Light Fixture	Shade or Globe	Replace	\$12.65	\$3.22	\$15.87
Light Switch	Light Switch	Replace	\$0.75	\$6.44	\$7.19
Light Switch	Cover	Replace	\$0.70	\$3.22	\$3.92
Lock	Unlock For Resident: Gain Entry	Charge	\$0.00	\$19.32	\$19.32
Paint	Efficiency Unit :Tenant Abuse/Occupied<2.5 years	Replace	\$51.75	\$115.92	\$167.67
Paint	1-Bedroom Unit Tenant Abuse/Occupied<2.5 years	Replace	\$69.00	\$154.56	\$223.56
Paint	2-Bedroom Unit Tenant Abuse/Occupied <2.5 years	Replace	\$86.25	\$212.52	\$298.77
Paint	Occupied Units: Per Bedroom Charge	Charge	\$65.00	\$154.56	\$219.56
Wall Paper	Wall, Appliances, and Cabinets: Per square foot	Remove	\$5.00	\$6.44	\$11.44
Range	Electric, Size 20"	Replace	\$260.00	\$19.32	\$279.32
Range	Oven Door	Repair	\$0.00	\$6.44	\$6.44
Range	Oven Door Springs	Replace	\$15.00	\$9.66	\$24.66
Range	Oven Rack	Replace	\$30.00	\$6.44	\$36.44
Range	Vent-Hood	Replace	\$45.03	\$12.88	\$57.91
Range	Venta-Hood Filter	Replace	\$4.03	\$6.44	\$10.47
Range	Electric: Burner Indicator Light	Replace	\$15.00	\$6.44	\$21.44
Range	Electric: Burner or Oven Knob	Replace	\$20.76	\$6.44	\$27.20
Range	Electric: Oven Thermostat/Control	Replace	\$50.43	\$12.88	\$63.31
Range	Electrc:6-Inch Surface Element	Replace	\$11.43	\$6.44	\$17.87
Range	Electric:8-Inch Surface Element	Replace	\$14.25	\$6.44	\$20.69
Range	Electric: 6-Inch Drip Pan	Replace	\$2.63	\$6.44	\$9.07
Range	Electric: 8-Inch Drip Pan	Replace	\$3.38	\$6.44	\$9.82
Range	Electric: Infinite Switch Control (Surface burner)	Replace	\$18.51	\$6.44	\$24.95
Range	Electric: Broiler Element (Oven)	Replace	\$12.40	\$6.44	\$18.84
Range	Electric Bake Element (Oven)	Replace	\$10.92	\$6.44	\$17.36

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Item Description		Item Action	Material Cost	Labor Cost	Normal Hour Cost
Range	Electric: Burner Block(Surface Element or Oven)	Replace	\$4.14	\$6.44	\$10.58
Receptacle	110 Volt	Replace	\$0.51	\$6.44	\$6.95
Receptacle	Cover	Replace	\$0.58	\$3.22	\$3.80
Receptacle	220 Volt	Replace	\$2.99	\$6.44	\$9.43
Receptacle	Ground Fault Circuit Interrupter	Replace	\$29.95	\$6.44	\$36.39
Refrigerator		Replace	\$437.00	\$19.32	\$456.32
Refrigerator	Door	Replace	\$210.00	\$9.66	\$219.66
Refrigerator	Door Panel Inner	Replace	\$151.00	\$9.66	\$160.66
Refrigerator	Shelf Support	Replace	\$11.16	\$6.44	\$17.60
Refrigerator	Door Seal or Gasket	Replace	\$39.10	\$9.66	\$48.76
Refrigerator	Freezer Door Seal or Gasket	Replace	\$32.20	\$9.66	\$41.86
Refrigerator	Freezer Door	Replace	\$200.00	\$9.66	\$209.66
Refrigerator	Door Hinge(Each)	Replace	\$26.45	\$6.44	\$32.89
Refrigerator	Vegetable Bin	Replace	\$50.96	\$3.22	\$54.18
Refrigerator	Ice Tray (Each)	Replace	\$0.75	\$3.22	\$3.97
Refrigerator	Track for Crisper	Replace	\$36.80	\$6.44	\$43.24
Refrigerator	Shelf (Each)	Replace	\$22.37	\$6.44	\$28.81
Refrigerator	Door Shelf Front (Freezer)	Replace	\$26.25	\$6.44	\$32.69
Refrigerator	Door Shelf Front (Refrigerator)	Replace	\$26.45	\$6.44	\$32.89
Refrigerator	Butter Dish Cover	Replace	\$7.10	\$6.44	\$13.54
Refrigerator	Defrost Timer	Replace	\$17.25	\$17.25	\$34.50
Refrigerator	Condensate Pump	Replace	\$97.75	\$12.88	\$110.63
Refrigerator	Auxiliary Thermostat	Replace	\$48.30	\$12.88	\$61.18
Service Call	Nothing Wrong Unnecessary Call	Charge	\$0.00	\$32.20	\$32.20
Service Call	Resident Will Not Admit Personnel	Charge	\$0.00	\$32.20	\$32.20
Service Call	Pest Control Treatment due to non admittance or bad H.K	Treat	\$0.00	\$38.64	\$38.64
Shower Curtain	Rod	Replace	\$5.00	\$6.44	\$11.44
Shower Curtain		Replace	\$6.00	\$3.22	\$9.22
Shower Head	Replace Shower Head	Replace	\$4.10	\$3.22	\$7.32
Sink Kitchen	Faucet Assembly	Replace	\$99.50	\$19.32	\$118.82
Sink Kitchen		Replace	\$90.83	\$19.32	\$110.15
Sink Kitchen	Faucet Handles	Replace	\$20.89	\$6.44	\$27.33
Sink Kitchen	Spout	Replace	\$17.21	\$6.44	\$23.65
Sink Kitchen	Faucet Stem (Each)	Replace	\$2.88	\$6.44	\$9.32

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**AFTER HOUR COST WILL BE 1 1/2
TIMES OUR CALCULATED RATE OF
PAY/PLUS MATERIALS**

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Effective 10/3/2008

Prepare By FMcGill 12

SUNSET

Tenant Schedule of Charges					
Item Description		Item Action	Material Cost	Labor Cost	Normal Hour Cost
Apartment	Any Item Not Listed	Actual	Actual	Actual	Actual
Apartment	Walls Over 20 nail holes in plaster/sheetrock each room	Repair	\$5.75	\$25.76	\$31.51
Apartment	Walls Any nail holes in brick or masonry (per room)	Repair	\$11.50	\$38.64	\$50.14
Apartment	Wall holes , For Every Square Inch * \$5.00	Repair	Actual	Actual	Actual
Bathroom	Heater/Exhaust Fan/Light	Replace	\$48.00	\$16.10	\$64.10
Bathtub	Stopper (Each)	Replace	\$0.57	\$3.22	\$3.79
Bathtub	Unstop	Repair	\$0.00	\$25.76	\$25.76
Bathtub	Overflow Plate	Replace	\$1.30	\$3.22	\$4.52
Bathtub	Spout	Replace	\$27.07	\$3.22	\$30.29
Bathtub	Faucet Handles (Pair)	Replace	\$121.52	\$6.44	\$127.96
Bathtub	Faucet Stem (Pair)	Replace	\$2.85	\$9.66	\$12.51
Breaker	Reset During Normal Hours	Repair	\$0.00	\$19.32	\$19.32
Breaker	Single Pole	Replace	\$21.43	\$6.44	\$27.87
Breaker	Double Pole	Replace	\$51.75	\$6.44	\$58.19
Cabinet Bathroom	Doors (Each)	Replace	\$44.85	\$16.10	\$60.95
Cabinet Bathroom	Doors Hinges or Pulls (Each)	Replace	\$3.10	\$16.10	\$19.20
Cabinet Kitchen	Section (per foot)	Replace	\$92.00	\$32.20	\$124.20
Cabinet Kitchen	Top (Per Foot)	Replace	\$23.00	\$12.88	\$35.88
Cabinet Kitchen	Drawer	Replace	\$41.40	\$6.44	\$47.84
Cabinet Kitchen	Door (Re-hang etc.)	Repair	\$17.25	\$9.66	\$26.91
Cabinet Kitchen	Door	Replace	\$40.25	\$6.44	\$46.69
Cabinet Kitchen	Front or Frame of Cabinet	Repair	\$21.50	\$9.66	\$31.16
Cabinet Kitchen	Drawer Pulls or Door Handles (Each)	Replace	\$3.10	\$6.44	\$9.54
Cabinet Kitchen	Door Hinges (Pair)	Replace	\$8.16	\$6.44	\$14.60
Cabinet Kitchen	Drawer Guide (Monorail) (Each)	Replace	\$4.37	\$6.44	\$10.81
Cabinet Kitchen	Re-Hang When Pulled Loose From Wall (Still attached)	Repair	\$11.50	\$19.32	\$30.82
Cabinet Medicine		Replace	\$36.88	\$6.44	\$43.32
Cabinet Medicine	Shelf, Cabinet	Replace	\$9.20	\$3.22	\$12.42
Carpet	Glue Etc.	Remove	Actual	Actual	Actual
Carpet		Replace	Actual	Actual	Actual

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Tenant Schedule of Charges					
	Item Description	Item Action	Material Cost	Labor Cost	Normal Hour Cost
Clean Apartment	Furniture, Appliances Per Piece	Remove	\$0.00	\$19.32	\$19.32
Clean Apartment	Excessive Trash Left In Apartment	Remove	\$0.00	\$80.50	\$80.50
Clean Apartment	Walls/Floors (per room) Due To Poor Housekeeping	Clean	\$11.50	\$32.20	\$43.70
Clean Bathroom	Walls/Floors /Cabinets (per room) Due to poor housekeeping	Clean	\$11.50	\$19.32	\$30.82
Clean Kitchen	Walls/Floors /Cabinets (per room) Due to poor housekeeping	Clean	\$17.25	\$51.52	\$68.77
Clean Range	Upon Move Out Must Be Free OF All Grease And Debris	Clean	\$17.25	\$57.96	\$75.21
Clean Range	To operate correctly or make repairs	Clean	\$11.25	\$32.20	\$43.45
Clean Refrigerator	Upon Move Out Must Be Free OF All Grease And Debris	Clean	\$9.20	\$32.20	\$41.40
Clean Roof		Clean	\$0.00	\$38.64	\$38.64
Clean Yard	Entire Yard of Trash, Garbage, Paper, etc	Clean	\$0.00	\$64.40	\$64.40
Clean Yard	Front/Sides of Trash, Garbage, Paper, etc	Clean	\$0.00	\$32.20	\$32.20
Clean Yard	Back/Sides of Trash, Garbage, Paper, etc	Clean	\$0.00	\$32.20	\$32.20
Cloths Rod		Replace	\$10.35	\$3.22	\$13.57
Commode		Replace	\$79.32	\$83.72	\$163.04
Commode	Bowl Only	Replace	\$44.83	\$45.08	\$89.91
Commode	Tank Only	Replace	\$34.50	\$25.76	\$60.26
Commode	Tank Top	Replace	\$17.25	\$6.44	\$23.69
Commode	Commode Seat	Replace	\$6.90	\$6.44	\$13.34
Commode	Tank (Flush) Handle	Replace	\$2.87	\$6.44	\$9.31
Commode	Tank Float	Replace	\$6.77	\$6.44	\$13.21
Commode	Unstop-Stoppage	Replace	\$0.00	\$25.76	\$25.76
Commode	Unstop-Stoppage, Commode has to be pulled	Replace	\$5.75	\$51.52	\$57.27
Commode	Handicapped Tank Only	Replace	\$143.70	\$25.76	\$169.46
Commode	Handicapped Bowl Only	Replace	\$401.35	\$45.08	\$446.43
Commode	Handicapped Seat Including Grab Bars, Etc.	Replace	\$192.05	\$6.44	\$198.49
Commode	Reinforces Soft Floor - Toilet Shoe	Repair	\$14.93	\$38.64	\$53.57
Deck		Repair	Actual	Actual	Actual
Door	Screen: Aluminum New or Used	Replace	\$115.00	\$19.32	\$134.32
Door	Screen: Bronze New or Used	Replace	\$230.00	\$19.32	\$249.32
Door	Screen: Door Chain	Replace	\$2.87	\$6.44	\$9.31
Door	Screen: Door Closer	Replace	\$8.05	\$6.44	\$14.49
Door	Screen: Re-Screen Door (each panel)	Repair	\$23.00	\$9.66	\$32.66
Door	Screen: Panel Bottom Aluminum	Replace	\$26.45	\$9.66	\$36.11

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Tenant Schedule of Charges					
	Item Description	Item Action	Material Cost	Labor Cost	Normal Hour Cost
Door	Screen: Door Handle	Replace	\$8.99	\$6.44	\$15.43
Door	Screen: Re-hang Door when Torn from Hinges	Repair	\$4.60	\$38.64	\$43.24
Door	Screen: Re-roll Screen when Damaged	Repair	\$0.00	\$9.66	\$9.66
Door	Screen: Re-hang Door Chain or Closer	Repair	\$2.30	\$9.66	\$11.96
Door	Screen: Frame Around Screen Door	Repair	\$126.50	\$32.20	\$158.70
Door	Screen: Weather Stripping	Replace	\$16.10	\$6.44	\$22.54
Door	Screen: Expander	Replace	\$29.90	\$6.44	\$36.34
Door	Exterior: Wooden	Replace	\$80.50	\$51.52	\$132.02
Door	Exterior: Metal	Replace	\$126.50	\$51.52	\$178.02
Door	Exterior: Wooden - Split at Lock	Repair	\$18.40	\$9.66	\$28.06
Door	Interior Wooden-Split at Passage set	Repair	\$13.80	\$9.66	\$23.46
Door	Exterior: Re-hang Wooden	Repair	\$4.60	\$32.20	\$36.80
Door	Interior : Re-Hang Wooden	Repair	\$4.60	\$19.32	\$23.92
Door	Interior: Remove Hasp, Chain, Etc. resident installed	Repair	\$0.00	\$38.64	\$38.64
Door	Exterior: Remove Hasp, Chain, Etc. resident installed	Repair	\$0.00	\$38.64	\$38.64
Door	Interior: Wooden Patch Hole (Each hole)	Repair	\$9.20	\$19.32	\$28.52
Door	Interior	Replace	\$35.65	\$51.52	\$87.17
Door	Door Stop	Replace	\$0.50	\$6.44	\$6.94
Door	Exterior: Lock Plate	Replace	\$19.53	\$6.44	\$25.97
Door	Exterior: Weather Stripping (Each)	Repair	\$16.08	\$6.44	\$22.52
Door	Exterior Viewer	Replace	\$2.81	\$6.44	\$9.25
Door	Exterior: Deadbolt and Cores (Each)	Replace	\$76.07	\$9.66	\$85.73
Door	Exterior: Deadlock (Deadlock or Night Latch)	Replace	\$55.18	\$9.66	\$64.84
Door	Exterior: Cores (Lock Exchange)	Replace	\$0.00	\$38.64	\$38.64
Door	Exterior: Passage Set Knob	Replace	\$25.86	\$6.44	\$32.30
Door	Exterior: Remove Object from Lock	Repair	\$0.00	\$19.32	\$19.32
Door	Exterior: Hasp on Outside Storage Unit	Replace	\$2.30	\$6.44	\$8.74
Door	Exterior: Thumb Turn on Deadbolt	Replace	\$16.10	\$6.44	\$22.54
Door	Heater Closet Lock	Replace	\$47.99	\$6.44	\$54.43
Door	Interior: Passage Set	Replace	\$16.10	\$6.44	\$22.54
Door	Interior: Striker Plate	Replace	\$9.20	\$6.44	\$15.64
Floor	Vinyl Base (Per foot)	Replace	\$2.28	\$6.44	\$8.72
Identification Card		Replace	\$2.30	\$3.22	\$5.52

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Tenant Schedule of Charges					
Item Description		Item Action	Material Cost	Labor Cost	Normal Hour Cost
Key		Replace	\$2.30	\$3.22	\$5.52
Lavatory		Replace	\$57.36	\$19.32	\$76.68
Lavatory	Faucet	Replace	\$42.67	\$9.66	\$52.33
Lavatory	Replace Lavatory Handles	Replace	\$4.56	\$6.44	\$11.00
Lavatory	Replace P-Trap	Replace	\$13.75	\$6.44	\$20.19
Lavatory	Re-Hang Lavatory	Replace	\$7.20	\$19.32	\$26.52
Lavatory	Supply Line-Each	Replace	\$2.42	\$6.44	\$8.86
Lavatory	Faucet Stem -Each	Replace	\$5.75	\$6.44	\$12.19
Lavatory	Stopper (Each)	Replace	\$0.58	\$3.22	\$3.80
Light Fixture		Replace	\$19.26	\$9.66	\$28.92
Light Fixture	Shade or Globe	Replace	\$13.80	\$3.22	\$17.02
Light Fixture	Porch	Replace	\$14.95	\$9.66	\$24.61
Light Fixture	Porch Light Globe	Replace	\$6.90	\$3.22	\$10.12
Light Switch	Light Switch	Replace	\$0.85	\$6.44	\$7.29
Light Switch	Cover	Replace	\$0.85	\$3.22	\$4.07
Lock	Unlock For Resident: Gain Entry	Charge	\$0.00	\$25.76	\$25.76
Mailbox		Repair	\$3.45	\$6.44	\$9.89
Mailbox		Replace	\$8.62	\$6.44	\$15.06
Meter	Electric: Meter Socket	Replace	\$412.85	\$6.44	\$419.29
Meter	Electric: Cover	Replace	\$57.50	\$6.44	\$63.94
Meter	Electric	Replace	\$103.50	\$6.44	\$109.94
Paint	Efficiency Unit :Tenant Abuse/Occupied<2.5 years	Replace	\$51.75	\$115.92	\$167.67
Paint	1-Bedroom Unit Tenant Abuse/Occupied<2.5 years	Replace	\$69.00	\$161.00	\$230.00
Paint	2-Bedroom Unit Tenant Abuse/Occupied <2.5 years	Replace	\$86.25	\$212.52	\$298.77
Paint	3-Bedroom Unit :Tenant Abuse/Occupied<2.5 years	Replace	\$103.50	\$257.60	\$361.10
Paint	4-Bedroom Unit Tenant Abuse/Occupied<2.5 years	Replace	\$120.75	\$309.12	\$429.87
Paint	5-Bedroom Unit Tenant Abuse/Occupied <2.5 years	Replace	\$138.00	\$360.64	\$498.64
Paint	6-Bedroom Unit Tenant Abuse/Occupied <2.5 years	Replace	\$155.25	\$412.16	\$567.41
Paint	Occupied Units: Per Bedroom Charge	Charge	\$0.00	\$161.00	\$161.00
Range	Gas: Size 20"	Replace	\$276.00	\$25.76	\$301.76
Range	Gas: Size 30"	Replace	\$299.00	\$25.76	\$324.76
Range	Oven Door	Replace	Actual	Actual	Actual
Range	Broiler Door	Replace	Actual	Actual	Actual

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Tenant Schedule of Charges					
	Item Description	Item Action	Material Cost	Labor Cost	Normal Hour Cost
Range	Oven Pilot Light	Replace	\$27.85	\$9.66	\$37.51
Range	Stove Top Pilot Harness	Replace	\$17.25	\$9.66	\$26.91
Range	Burner Valve	Replace	\$11.25	\$12.88	\$24.13
Range	Oven Door Handle	Replace	\$4.60	\$6.44	\$11.04
Range	Burner Knob	Replace	\$21.85	\$3.22	\$25.07
Range	Oven Dial	Replace	\$21.85	\$3.22	\$25.07
Range	Oven Control	Replace	\$11.25	\$9.66	\$20.91
Range	Oven Pilot Safety Valve	Replace	\$34.50	\$12.88	\$47.38
Range	Burner Grates	Replace	\$16.06	\$3.22	\$19.28
Range	Burner Caps	Replace	\$5.75	\$3.22	\$8.97
Range	Oven Door	Repair	\$0.00	\$19.32	\$19.32
Range	Roller on Broiler Tray (each)	Replace	\$11.62	\$6.44	\$18.06
Range	Oven Door Springs	Replace	\$12.84	\$9.66	\$22.50
Range	Broiler Pan (Tray)	Replace	\$11.62	\$3.22	\$14.84
Range	Oven Rack	Replace	\$22.37	\$3.22	\$25.59
Range	Oven Pilot Light	Light	\$0.00	\$9.66	\$9.66
Range	Vent-Hood	Replace	\$42.50	\$9.66	\$52.16
Range	Venta-Hood Filter	Replace	\$10.35	\$3.22	\$13.57
Receptacle	110 Volt	Replace	\$0.52	\$6.44	\$6.96
Receptacle	Cover	Replace	\$0.59	\$3.22	\$3.81
Receptacle	220 Volt	Replace	\$4.13	\$6.44	\$10.57
Receptacle	Ground Fault Circuit Interrupter	Replace	\$10.34	\$6.44	\$16.78
Refrigerator		Replace	\$448.50	\$25.76	\$474.26
Refrigerator	Door	Replace	\$264.50	\$9.66	\$274.16
Refrigerator	Shelf Support	Replace	\$69.00	\$9.66	\$78.66
Refrigerator	Door Seal or Gasket	Replace	\$39.10	\$9.66	\$48.76
Refrigerator	Freezer Door Seal or Gasket	Replace	\$32.20	\$9.66	\$41.86
Refrigerator	Freezer Door	Replace	\$264.50	\$9.66	\$274.16
Refrigerator	Door Hinges (Pair)	Replace	\$23.00	\$9.66	\$32.66
Refrigerator	Door Shelf Front (Freezer)	Replace	\$22.00	\$6.44	\$28.44
Refrigerator	Vegetable Bin (Crisper)	Replace	\$63.25	\$3.22	\$66.47
Refrigerator	Ice Tray (Each)	Replace	\$0.64	\$3.22	\$3.86
Refrigerator	Track for Crisper	Replace	\$36.80	\$5.80	\$42.60

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Tenant Schedule of Charges					
Item Description		Item Action	Material Cost	Labor Cost	Normal Hour Cost
Refrigerator	Shelf (each)	Replace	\$22.38	\$6.44	\$28.82
Refrigerator	Door Shelf Front (Freezer)	Replace	\$28.75	\$6.44	\$35.19
Refrigerator	Door Shelf Front (Friderator)	Replace	\$26.45	\$6.44	\$32.89
Refrigerator	Butter Dish Cover	Replace	\$7.11	\$6.44	\$13.55
Refrigerator	Defrost Timer	Replace	\$17.25	\$12.88	\$30.13
Refrigerator	Condensate Pump	Replace	\$97.75	\$12.88	\$110.63
Refrigerator	Auxiliary Thermostat	Replace	\$48.30	\$12.88	\$61.18
Refrigerator	Nothing Wrong Unnecessary Call	Charge	\$0.00	\$32.20	\$32.20
Service Call	Resident Will Not Admit Personnel	Charge	\$0.00	\$25.76	\$25.76
Service Call	Pest Control Treatment due to non admittance or bad H.K	Treat		\$83.72	\$83.72
Shower Head	Replace Shower Head	Replace	\$9.20	\$3.22	\$12.42
Sink Kitchen	Faucet Assembly	Replace	\$101.00	\$19.32	\$120.32
Sink Kitchen		Replace	\$93.99	\$19.32	\$113.31
Sink Kitchen	Faucet Handles	Replace	\$20.89	\$6.44	\$27.33
Sink Kitchen	Spout	Replace	\$17.21	\$6.44	\$23.65
Sink Kitchen	Faucet Stem (Each)	Replace	\$2.89	\$6.44	\$9.33
Sink Kitchen	P-Trap	Replace	\$14.13	\$6.44	\$20.57
Sink Kitchen	Waste Line	Replace	\$15.28	\$6.44	\$21.72
Sink Kitchen	Strainer (Complete)	Replace	\$9.18	\$6.44	\$15.62
Sink Kitchen	Strainer Basket	Replace	\$4.03	\$3.22	\$7.25
Sink Kitchen	Unstop	Repair	\$0.00	\$25.76	\$25.76
Sink Kitchen	Supply Lines	Replace	\$10.35	\$6.44	\$16.79
Smoke Alarm	Tenant Removed and Damaged, Family Development	Replace	\$14.95	\$25.76	\$40.71
Smoke Alarm	Tenant Removed and/or Damaged, High-rise Development	Repair	\$3.45	\$25.76	\$29.21
Soap Dish		Replace	\$4.03	\$6.44	\$10.47
Soap Dish	Ceramic	Replace	\$9.17	\$6.44	\$15.61
Soap Dish	Ceramic : Re-Hang Soap Dish	Repair	\$3.45	\$6.44	\$9.89
Thermostat		Replace	\$30.99	\$6.44	\$37.43
Tile	Ceramic: Each	Replace	\$0.30	\$6.44	\$6.74
Tile	Vinyl 12"*12" (each)	Replace	\$2.30	\$6.44	\$8.74
Tissue Holder		Replace	\$8.50	\$6.44	\$14.94
Tissue Holder	Tissue Roller	Replace	\$0.47	\$3.22	\$3.69
Tissue Holder	Re-Hang	Repair	\$2.30	\$3.22	\$5.52

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FAMILY SELF SUFFICIENCY ANNUAL REPORT 2008

The Housing Authority of the City of Little Rock implemented its administration of the Family Self Sufficiency Program in 1993.

The purpose of the FSS program is to assist Housing Choice Voucher participants who are facing barriers in the areas of employment, education and pre-qualification for homeownership. Through this preparation, with the assistance of community resources, their dependency on any type of governmental assistance will be greatly if not entirely diminished.

The Little Rock Housing Authority was issued 160 FSS slots to administer: (1992 – 25 slots); (1993 – 35 slots); (1997 – 100 slots). The minimum size of a PHA's Housing Choice Voucher FSS program size is equal to the number of HCV certificates or vouchers issued during that period. Those 160 slots are reduced as families fulfill their contractual obligations.

Thus far, we have had 59 FSS participants to graduate. Of those 59 graduates, 16 purchased homes and the other 44 fulfilled their program goals of higher education or better employment which led to less assistance from the federal government.

In 2007-2008 there were 107 FSS participants. After reviewing the files 58 of the participants were out of compliance, therefore, leaves only 49 active participants with 100 mandatory slots left for the agency to administer. A total of 42 applicants were pulled from the FSS wait list in August of 2008 so the Housing Authority can maintain the allowed amount of FSS clients.

The Little Rock Housing Authority, in keeping in line with federal regulations, does not discriminate against persons with disabilities if they are interested in joining the FSS program. Presently, there are three (3) families on the FSS program who are disabled. Although they cannot benefit from the escrow incentive, they are able to utilize the many benefits derived from the numerous resources available to all FSS participants.

Family Self Sufficiency participants are offered the advantage of tapping into some of these resources through the Bi-monthly meetings held at the Little Rock Housing Authority Conference Room located on the 1st floor. At each meeting a member of the PCC (Program Coordinating Committee) is the guest speaker and brings a wealth of knowledge from the agency they are affiliated with.

HUD mandated that each FSS program must have a Program Coordinating Committee to work with the FSS Coordinator in an effort to bring in and tap into local resources. This committee has been very instrumental in providing information and assistance to numerous participants since its inception in the areas of credit counseling, educational counseling, new business start-ups, 1st Time Home Buyer's classes, budgeting, mortgage information, etc. Not only are they guest speakers at the bi-monthly meetings but they

invite the participants to come to their businesses for additional information and any additional assistance needed.

Each Housing Choice Voucher participant who enters the Family Self Sufficiency program does so on a voluntary basis. They are allowed to set their own individual goals. In this program, they are connected with public and private resources, allowing them an opportunity to achieve economic independence and self-sufficiency.

Participants enter a five year contract and set goals to acquire self sufficiency through seeking better employment or resumed education. If they do not complete their goals within the five year period, they have the option of requesting up to an additional two years.

When a participant signs up for the FSS program, he/she must sign a Contract of Participation agreeing to adhere to the policies of the FSS program set forth by HUD. They must also complete, with the assistance of the FSS Coordinator, an Individual Training and Service Plan. Listed on this Training and Service Plan are their goals and how they plan to fulfill those goals as well as a timeline on fulfilling their goals.

A participant can graduate off the FSS program by 1) fulfilling all of his/her program goals within the five (5) year contract period (up to seven (7) years if they are given an extension) all extensions must be through a written request by the participant and the PHA must find that good cause exists to allow the extension. 2) If 30% of the adjusted income equals or exceeds the fair market rent for the unit size for which the applicant is eligible.

While on the FSS program, participants must follow federal guidelines of being employed, seeking employment or participate in a training program.

In keeping in line with the HUD requirement of each FSS program establishing a Program Coordinating Committee, there are presently 13 members who provide a wealth of knowledge and resources for the FSS participants. These committee members offer their services and support through attending the bi-monthly FSS meetings as guest speakers and conducting workshops.

Bi-monthly FSS meetings are held on a Saturday morning or on a Thursday evening at the Little Rock Housing Authority office. Since I have been the coordinator, we have had two (2) meetings and they went very well. They are genuinely eager to obtain as well as share information on any topic designed to assist in their becoming self sufficient.

As an incentive for families to join and participate in the FSS program, HUD offers an incentive known as "Escrow." Families that are on the FSS program and whose monthly rental amount increases due to earned income will have an escrow account established by the agency. Each month funds will be deposited into the escrow account and can be used for purchasing a home, school tuition, books or transportation. These funds are available to participants who are working toward fulfilling their goals.

Currently there are 31 families with an escrow balance. Escrow accrual credits each month range as low as \$1.00 and as high as \$358.00. These monthly amounts change as each family's income goes up or down.

The much awaited Homeownership program has been approved for the Little Rock Housing Authority. Many of the FSS families are preparing themselves for homeownership through seeking better employment and cleaning up past negative credit issues.

Since the implementation of the Homeownership program here at the Little Rock Housing Authority, there have been many families on the Housing Choice Voucher Program who are interested in knowing what the criteria is for qualifying. Also there has been interest from families in the private sector on being a part of the Homeownership program. Unfortunately, we are unable to assist families who are not on the Housing Choice Voucher Program and who are not participants of the Family Self Sufficiency Program or who becomes a participant in the FSS program.

CONCLUSION:

In an effort to better serve our FSS participants, we have partnered with the FSS Coordinators from North Little Rock and Pulaski County, sharing training opportunities.

We will continue to work with outside resources in the area of offering the 1st Time Homebuyer's Classes for all FSS participants in an effort to prepare each participant for the experience of purchasing a home. This will give them an opportunity to learn about the things that will confront them as first time home buyers. They will also have an opportunity to view their credit reports and, if there are any negative accounts, they will have ample time to get it taken care of.

The FSS Coordinator will continue to offer the bi-monthly FSS meetings for all FSS participants. In these meetings, guest speakers are invited from different agencies comprised of members of our Program Coordinating Committee. They speak on and hand out materials on education, starting up a small business, credit, budgeting and homeownership preparation.

All FSS participants are required to submit a Monthly Progress Report and for those participants who are enrolled in college or a training program, an Educational Report. They are monitored through these reports in an effort to keep them on track with their goals.

Emphasis on obtaining a higher education and better employment is always stressed to assure each participant will be in a position to become self sufficient by the end of their Family Self Sufficiency Contract of Participation.

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Education Policy

The Little Rock Housing Authority desires to encourage and assist employees in maintaining or improving their skills, performance, or knowledge in present positions or to lead to qualifications for future positions within the Authority for which he/she might be reasonably expected to qualify. The following set forth the limitations regarding employee education.

Eligibility

To qualify, an applicant must be a regular full-time employee. The course or courses desired must be applicable to current job requirements or, in the opinion of the Executive Director, relevant to future requirements or job status.

Approval may be denied by the Executive Director depending on how many other employees are enrolled in school. If enrollment places an undue hardship on the Housing Authority, approval will not be granted.

Tuition Reimbursement

The Little Rock Housing Authority will reimburse the full amount of tuition costs for eligible employees when, at the end of the course term, a grade of an A is received.

The Little Rock Housing Authority will reimburse 80% of tuition costs when, at the end of the course term, a grade of a B is received

The Little Rock Housing Authority will reimburse 60% of tuition costs when, at the end of the course term, a grade of C is approved.

A grade below a C will not be reimbursed by the Housing Authority.

Reimbursement will not be made to terminated employees. In addition, reimbursement will not be made for a course covered by a G.I. Bill, scholarship or other financial assistance.

Approved Institutions

Employees may enroll in approved courses at Pulaski Technical College, Philander Smith College, Arkansas Baptist College, and / or the University of Arkansas at Little Rock.

Course Criteria

In order to be approved, courses must be scheduled outside normal working hours unless approved in advance by the Executive Director. Degrees are not required for course approval. Approval is contingent on the course being functionally related to employment with the Authority. It is the opinion of the Executive Director to make the final determination regarding the relationship between the class taken and employment.

A maximum of two (2) courses are eligible for consideration per term.

Reimbursement Procedure

All tuition reimbursement requests must be completed in writing and approved by the Executive Director prior to class work beginning. Requests submitted after courses begin will not be approved.

Upon completion of the approved courses, the following documentation is required:

1. Grade report. Evidence from the approved institution certifying the grade for the course.
2. Proof of payment. Acceptable proof shall be a copy of the receipt of the tuition. This documentation must be submitted within thirty (30) days following completion of the course or reimbursement will not be approved.

Commitment to the Little Rock Housing Authority

Employees who have received reimbursement for tuition must commit to work with the Little Rock Housing Authority for twenty four (24) months after the date of reimbursement. Should a reimbursed employee voluntarily leave employment prior to twenty four months, full restitution shall be made for all funds expended relating to tuition reimbursement. This shall not apply to any employee who is forced to leave employment due to health reasons which are verified in writing by a licensed physician or due to reductions in force or other unforeseen events.

Dismissal

This policy is not an employment contract. An employee may be terminated during his/her "enrollment in school" or "commitment to the Authority period." If such termination takes place, said employee shall not be eligible for reimbursement.

General Education Development Certificate (GED)

The Little Rock Housing Authority will reimburse each employee the full cost of registration for the GED Certificate exam provided a passing grade is received. The employee is required to submit a copy of the official results showing a passing grade on the exam to the Authority within thirty (30) days of completion. There is no commitment to the Authority for this reimbursement.

Presented to the Board of Commissioners in draft form:

Shelly Ehenger, Executive Director in July, 2008

Approved as part of the Agency Plan in October 2008

Effective January 2009 Classes

SECTION 8 PROJECT BASED VOUCHERS STATEMENT

The Housing Authority of Little Rock will provide opportunity for utilization of Project Based Section 8 Vouchers.

The Housing Authority has determined that project-basing is an appropriate option because it will enhance the mixed income concept and reduce the concentration of poverty in the City of Little.

The total number of project based units made available by the PHA will be “equal to 20% of the total funding available under the Annual Contributions Contract (ACC) for tenant based assistance (Housing Choice Voucher funding), equivalent to 20% of the baseline units established by HUD.”

All new Project Based Assistance agreements... “must be for units located in census tracts with poverty rates of less than 20%, unless the Housing Authority of Little Rock secures an exception from HUD.”

The Housing Authority of Little Rock has determined that entering into a Housing Assistance Payments Contract for Project Based Assistance is consistent with the Annual Plan and HUD requirements of “deconcentrating poverty and expanding housing and economic opportunities