

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Covington Housing Authority</u> PHA Code: <u>LA238</u> PHA Type: <input checked="" type="checkbox"/> Small (Troubled/Near Troubled) <input type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>04/2009</u>												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>50</u> Number of HCV units: <u>109</u>												
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)												
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program <table border="1"> <thead> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </tbody> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
PH	HCV												
PHA 1:													
PHA 2:													
PHA 3:													
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.												
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: <i>N/A</i>												
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. <i>N/A</i>												

6.0 PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

The following PHA Plan elements marked 'X' have been revised since the last Annual Plan submission by the Covington Housing Authority.

N/C denotes NO CHANGE and N/A denotes NOT APPLICABLE

- N/C 903.7(1) Eligibility, Selection and Admissions Policies, including
Deconcentration and Wait List Procedures
- X 903.7(2) Financial Resources
- X 903.7(3) Rent Determination
- X 903.7(4) Operation and Management
- X 903.7(5) Grievance Procedures
- X 903.7(6) Designated Housing for Elderly and Disabled Families
- X 903.7(7) Community Service and Self-Sufficiency
- X 903.7(8) Safety and Crime Prevention
- N/C 903.7(9) Pets
- X 903.7(10) Civil Rights Certification
- X 903.7(11) Fiscal Year Audit
- X 903.7(12) Asset Management
- X 903.7(13) Violence Against Women Act (VAWA)

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

The following are the specific locations where the public may obtain copies of the 2009 Annual Plan:

- Administrative Office – 303 West 33rd Avenue

6.0 PHA Plan Elements that changed since last submission.

903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures – NO CHANGE

903.7(2) Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2009 grants)		
a) Public Housing Operating Fund	101,272.00	
b) Public Housing Capital Fund (based on 2008 formula)	81,201.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	502,389.00	
f) Resident Opportunity and Self- Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)	0.00	
3. Public Housing Dwelling Rental Income	66,575.00	Public housing operations
4. Other income (list below)	0.00	
5. Non-federal sources (list below)		
Total resources	\$751,437.00	

6.0 903.7 (3) Rent Determination Policies

A. Public Housing – NO CHANGES

B. Section 8 Tenant-based Assistance

(1) Payment Standards

The PHA's payment standard is:

- 100% of FMR

If the payment standard is lower than FMR, why has the PHA selected this standard? N/A

If the payment standard is higher than FMR, why has the PHA chosen this level? N/A

903.7(4) Operation and Management

(1) PHA Management Structure

- a. A brief description of the management structure and organization of the PHA follows:

Board of Directors

To provide direction and to achieve a common purpose that meets the community needs and goals. They also set policies and ensures that the agency and the Director are following policies and procedures. Also they are responsible for employing the Executive Director.

Executive Director

The Director is to ensure the policies put in place are followed by the Public Housing Agency, its employees, and participants of all programs. The Director is also responsible for the hiring and dismissing of all employees.

Public Housing Manager

Ensures that the PHA provides improved living conditions for very low income families while maintaining their rent payments at an affordable level. Also ensure that all housing is decent, safe and sanitary on a continual basis.

Housing Choice Voucher Program Manager

The HCV manager ensures that landlords provide improved living conditions for very low income families, and that the units are decent, safe and sanitary.

DHAP Coordinator

The DHAP Coordinator oversees all aspects of the Disaster Housing Assistance Program to ensure compliance with federal funds.

6.0

Maintenance Repair Master

The maintenance repair master ensures that all units are decent, safe and sanitary. Also must comply with the PHAS system.

b. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	<i>10</i>	<i>2</i>
Section 8 Vouchers	<i>0</i>	<i>0</i>
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

c. Management and Maintenance Policies

The PHA has adopted the following policies that contain the Agency’s rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

Public Housing Management:

- Admissions and Continued Occupancy Policy (ACOP)
- Grievance Procedures
- Termination and Eviction
- Transfer and Transfer Waiting List
- Housekeeping Standards
- Deconcentration and Income Targeting Policy
- Community Service Policy
- EIV Security Policy
- Records Retention Policy
- Fraud Policy
- Resident Initiatives Policy
- Natural and National Disaster Policy and Plan
- Pet Policy for Families
- Pet Policy for Elderly
- Procurement Policy
- File Access Policy
- Repayment Agreement Policy

Section 8 Management:

- Administrative Plan

6.0 903.7(5) Grievance Procedures

A. Public Housing

The PHA has not established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

Residents or applicants who desire to initiate the PHA grievance Process should contact the following:

- PHA main administrative office

B. Section 8 Tenant-Based Assistance

The PHA has not 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.

Section 8 applicants or assisted families who desire to initiate the informal review and informal hearing process should contact the following:

- PHA main administrative office

903.7(6) Designated Housing for Elderly and Disabled Families

The PHA has designated or applied for approval to designate or plans 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 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.

Activity Description:

Designation of Public Housing Activity Description	
1a. Development name: <i>Harry Owen Villa</i>	
1b. Development (project) number: <i>LA2380002</i>	
2. Designation type:	Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status:	Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <i>(DD/MM/YY)</i>	
5. If approved, will this designation constitute a: <input type="checkbox"/> New Designation Plan OR <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan? <i>5/12/93</i>	
6. Number of units affected: <i>10</i>	
7. Coverage of action:	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

6.0 903.7(7) Community Service and Self-Sufficiency

(1) Services and programs offered to residents and participants are as follows: **N/A**

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)

(2) Policies or programs for the enhancement of the economic and social self-sufficiency of assisted families. **N/A**

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

(3) PHA will comply with requirements of community service by identifying the number of tenants required to perform community service, the number of tenants granted exemptions, the number of tenants in non-compliance, and the number of tenants terminated/evicted due to non-compliance.

Community Service Implementation Report:

- Number of tenants performing community service: 5
- Number of tenants granted exemptions: 1
- Number of tenants in non-compliance: 0
- Number of tenants terminated/evicted due to non-compliance: 0

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:

- 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

6.0 903.7(8) Safety and Crime Prevention

The PHA's plan for safety and crime preventions to ensure the safety of the public housing residents is addressed below.

- (i) Description of the need for measures to ensure the safety of public housing residents.
 - Observed lower-level crime, vandalism and/or graffiti

- (ii) The information or data used by the PHA to determine the need for PHA actions to improve the safety of residents is as follows:
 - Safety and security survey of residents
 - Analysis of crime statistics over time for crimes committed "in and around" public housing authority
 - Resident reports
 - PHA employee reports
 - Police reports

- (iii) Description of crime prevention activities conducted by the PHA.
 - Other (describe below)
 - law enforcement officer on premises

- (iv) Description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.
 - 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
 - Security Officer on duty

903.7(9) Pets

The description of the PHA's Pet Policy – NO CHANGE

903.7(10) Civil Rights Certification

The PHA has examined its programs and proposed programs to identify any impediments to fair housing choices, has addressed those impediments in a reasonable fashion, and is working with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing. The PHA assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

6.0

The PHA has taken the following specific actions to Affirmative Further Fair Housing in its public housing and Section assistance programs:

The PHA will not, on the grounds of race, color, creed, sex religion, age, disability, national origin or familial status:

- Deny a person or family admission the housing or assistance;
- Provide housing which is different than that provided others, except for elderly and/or disabled where accessibility features may be required;
- Subject a person to segregation or disparate treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with housing programs;
- Treat a person differently in determining eligibility or other requirements for admission or assistance;
- Deny any person access to the same level of services provided to others;
- Deny a person the opportunity to participate in a planning or advisory group that is an integral part of the housing programs.

The PHA will not intimidate, threaten or take any retaliatory action against any applicant, resident, or participant because of a person's participation in civil rights activities or assertions of civil rights.

HUD Fair Housing Posters are posted at the PHA main administrative office and at each development office.

The PHA will ensure accessibility to offices to afford persons with disabilities the opportunity to apply for admission or assistance to the public housing programs.

The PHA will make sure that all employees of the PHA are familiar with non-discrimination requirements, especially those employees who are involved in the admissions process.

The PHA prominently displays a fair housing poster at each office where applications are taken and at each management office.

The PHA's policies and practices are designed to provide assurance that all persons with disabilities will be provided reasonable accommodations so that they can full access and utilize the housing programs and related services.

The PHA will identify and eliminate situations and /or practices that create barriers to equal housing opportunity for all.

The PHA reviews its policies and procedures, at least annually, to assure compliance with all civil rights requirements.

6.0 903.7(11) Fiscal Year Audit

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? 1
5. Yes No: Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)? 2/1/09

903.7(12) Asset Management

The PHA has been working the last three (3) years to incorporate a 501 3c and build tax credit units. This will also bring some additional funding to public housing. In addition, we are in the process of completing a new repair charge list for public housing. We have also started performing housekeeping inspections twice a month, to ensure more problems are found.

903.7(13) Violence Against Women Act (VAWA)

The Covington Housing Authority has incorporated in its PHA Plan goals and objectives, and policies and procedures the applicable provisions of the Violence Against Women and Reauthorization Act of 2005 (VAWA) to support or assist victims of domestic violence, dating violence, or stalking.

The PHA goal to provide an improved living environment is being met by the PHA by its effort to implement measures to assist victims of domestic violence in avoiding their abusers and continuing occupancy in public housing. Pamphlets were distributed to all Public Housing residents, Section 8 tenants and landlords in May 2006. The public housing resident board was briefed, and they were able to help some of the residents. During all briefing, the pamphlets are given out and if they want to talk about their situation, we advise them of their rights and responsibilities.

Towards its effort to meet the PHA goal to promote self-sufficiency and asset development of assisted households the PHA is partnering with local agencies to provide or attract supportive services to assist victims of domestic violence move out of abusive situations and begin again. Among these are the Covington Police Department, The Food Bank of Covington and the Security Officer on duty at the Housing Authority.

The Food Bank of Covington can provide resources such as rent payments, food, clothing, bills and other types of resources if asked. Also we have residents that perform community service at this site on a weekly basis. The Security Officer on duty helps deal with the issues of restraining orders and protection.

In addition, the PHA has amended its policies and procedures to include language and applicable provisions of the VAWA. It is the PHA's intent to maintain compliance with all applicable requirements imposed by VAWA.

6.0

The PHA efforts may include to:

- Provide and maintain housing opportunities for victims of domestic violence, dating violence, or stalking. The PHA has only one (1) development but if the situation arises we will move the victim to a different side of the complex.
- Ensure the physical safety of victims of domestic violence, dating violence, or stalking (whether actual or imminent threat) who are assisted by PHA; maintain compliance with all applicable requirements imposed by VAWA.
- Create and maintain collaborative partnerships between PHA, law enforcement authorities and other supportive groups to promote the safety and well-being of victims of domestic violence, dating violence, or stalking (whether actual or imminent threat) who are assisted by PHA.
- Take appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting families or individuals assisted by the PHA.

The Covington Housing Authority has trained its staff on the required confidentiality issues imposed by VAWA.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.
Include statements related to these programs as applicable.

a. HOPE VI or Mixed Finance Modernization or Development

Covington Housing Authority has not received a HOPE VI revitalization grant.

Covington Housing Authority does not plan to apply for a HOPE VI Revitalization grant in the Plan year

Covington Housing Authority will not be engaging in any mixed-finance development activities for public housing in the Plan year

Covington Housing Authority will not be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement.

b. Demolition and/or Disposition

The PHA does not plan to conduct any demolition or disposition activities in the plan Fiscal Year.

7.0 c. Conversion of Public Housing – No changes

Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act *NO CHANGE*

None of the Gallup Housing Authority developments or portions of developments have been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act.

d. Homeownership

1. Public Housing

The PHA does not plan to administer a homeownership Program

2. Section 8 Tenant Based Assistance

The PHA plans to administer a Section 8 Homeownership Program

The PHA will limit the number of families participating to 25 or fewer participants and will not have any eligibility criteria in addition to HUD's criteria.

e. Project-based Vouchers

Agencies utilizing the Section 8 Project Based Voucher Program, including certificate programs that were converted to vouchers or intending to utilize the Section 8 Project Based Voucher Program during the upcoming fiscal year are required to provide the following information.

Covington Housing Authority is currently operating or intends to operate a Section 8 Project Based Voucher Program. The projected number of units is 8.

The area is 3 miles outside of the city limits of Covington, LA. We do not have a physical address at this time. It is Highway 36 in Covington, LA 70435.

This action is consistent with the PHA Plan because we have been trying to build this site for three (3) years. Project basing will allow them to reside in a site that is new construction and great amenities.

8.0 Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report*, form HUD-50075.1, for each current and open CFP grant and CFFP financing.

Required reports are included as following attachments:

- FY2009 Capital Fund Program Annual Statement (1a238a01)
- 2008 Performance and Evaluation Report (1a238b01)

8.2 Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan*, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.

Required report is included as following attachment:

- FY 2009 Capital Fund Program 5 Year Action Plan (1a238c01)

8.3 Capital Fund Financing Program (CFFP). *N/A*

Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

9.0 Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Over all	Affor d- abilit y	Supp ly	Quali ty	Acce ss- ibilit y	Size	Loca - tion
Income <= 30% of AMI	46	4	4	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	129	4	4	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	169	4	4	N/A	N/A	N/A	N/A
Elderly	41	4	4	N/A	N/A	N/A	N/A
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
White	268	4	4	N/A	N/A	N/A	N/A
Black/African American	75	4	4	N/A	N/A	N/A	N/A
Hispanic	6	4	4	N/A	N/A	N/A	N/A

9.0

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	47	26%	5
Extremely low income <=30% AMI	12	26%	
Very low income (>30% but <=50% AMI)	10	21%	
Low income (>50% but <80% AMI)	25	53%	
Families with children	45	96%	
Elderly families	1	2%	
Families with Disabilities	1	2%	
White	10	21%	
Black/African American	37	79%	
American Indian/Alaska Native	0	0%	
Asian	0	0%	
Native Hawaiian/Other Pacific Islander	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	7	15%	
2 BR	25	53%	
3 BR	14	30%	
4 BR	1	2%	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 13 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

9.0

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	162		15
Extremely low income <=30% AMI	45	28%	
Very low income (>30% but <=50% AMI)	42	26%	
Low income (>50% but <80% AMI)	75	46%	
Families with children	155	96%	
Elderly families	2	1%	
Families with Disabilities	5	3%	
White	105	65%	
Black/African American	50	31%	
American Indian/Alaska Native	0	0%	
Asian	7	4%	
Native Hawaiian/Other Pacific Islander	0	0%	

Characteristics by Bedroom Size (Public Housing Only)

1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	

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

If yes:

How long has it been closed (# of months)? 70 months

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

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

9.1	<p>Strategy for Addressing Housing 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. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <ul style="list-style-type: none"> ▪ The PHA is completing a tax credit development in June 2010. Also we are partnering with other income based units that are coming up in 2009 in the Covington/Mandeville area.
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10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals</p> <p>The Covington Housing Authority has been successful in achieving its mission and 5 year plan goals during the fiscal year 2008. Goals are either completed or on target for completion as schedule.</p> <p>Concerning modernization the PHA has done substantial renovation of Hurricane Katrina units, but have approximately 6 more units to complete. Due to financial condition of agency, the task has become difficult. Also the PHA has approximately 12 roofs that need repair.</p> <p>Concerning self-sufficiency and crime and safety, PHA efforts reduced crime in the communities through a security officer on site at the development 3 to 4 days a week.</p> <p>Concerning improving the quality of life, the PHA has a homeownership program and also other services for residents.</p> <p>To ensure compliance with the HUD’s latest rules and regulations, every policy was reviewed and updated as needed. Most significant was the update to the Admissions and Continued Occupancy Policy and the Section 8 Administrative Plan.</p> <p>Concerning ensuring equal opportunity, outreach efforts have been made by making renewed partnerships with community groups and medical facilities.</p>
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10.0

(b) Significant Amendment and Substantial Deviation/Modification

Substantial Deviations from the 5-Year Plan

- Additions or deletions of Strategic Goals
- Any deviation that requires reviews and input by the Resident Advisory Board as well as approval by the Board of Commissioners.

Significant Amendments or Modification to the Annual Plan

- Any change to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency* work items over \$25,000 (items not included in the latest approved PHA Plan Capital Fund Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds (if applicable) under the Capital Fund Program; and
- Any change with regard to demolition or disposition, designation of housing, homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant.

This criterion does not supersede the requirements of OMB Circular No. A-87 (Cost Principal for State, Local, and Indian Tribal Governments) and 25 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements), as well as federal, state, or local regulations or statutes.

Any future issuance of HUD guidelines or additional regulations shall take precedence over the above criterion.

* Emergency – means physical work items of an emergency nature, posing an immediate threat to the health and safety of residents or staff, which must be completed within one year of capital grant funding. Management improvements are not eligible as emergency work.

(c) PHA's must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. N/A

11.0

Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
- (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
- (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. **Provided as attachment la238d01**
- (g) Challenged Elements
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) **Provided as attachment la238a01**
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only) **Provided as attachment la238c01**

Part I: Summary					
PHA Name: Covington Housing Authority		Grant Type and Number: Capital Fund Program Grant No: LA48P238501-09 Date of CFFP: _____		Replacement Housing Factor Grant No: FFY of Grant: FFY of Grant Approval: 2009 2009	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number: _____ <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending _____ <input type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending _____					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	15,000.00			
3	1408 Management Improvements	7,500.00			
4	1410 Administration (may not exceed 10% of line 20)	8,120.00			
5	1411 Audit	0.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	0.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	0.00			
10	1460 Dwelling Structures	50,581.00			
11	1465.1 Dwelling Equipment-Nonexpendable	0.00			
12	1470 Non-dwelling Structures	0.00			
13	1475 Non-dwelling Equipment	0.00			
14	1485 Demolition	0.00			
15	1492 Moving to Work Demonstration	0.00			
16	1495.1 Relocation Costs	0.00			
17	1499 Development Activities 4	0.00			
18a	1501 Collateralization or Debt Service paid by the PHA	0.00			
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00			
19	1502 Contingency (may not exceed 8% of line 20)	0.00			
20	Amount of Annual Grant (sum of lines 2-19)	\$81,201.00			
21	Amount of line 20 Related to LBP Activities	0.00			
22	Amount of Line 20 Related to Section 504 Compliance	0.00			
23	Amount of Line 20 Related to Security - Soft Costs	0.00			
24	Amount of Line 20 Related to Security - Hard Costs	0.00			
25	Amount of Line 20 Related to Energy Conservation Measures	0.00			
Signature of Executive Director <i>James Grover</i>		Date <i>2/18/09</i>		Signature of Public Housing Director <i>Patricia P. Barry</i>	
				Date <i>2/18/09</i>	

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
 4 RHF funds shall be included here.

4/05/2009 15:01 5848500963 WINGDAK HOUSING AU

CAPITAL FUND PROGRAM TABLES START HERE

Attachment la238b01

Annual Statement /Performance and Evaluation Report Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

2/13/2009

PHA Name: Covington Housing Authority	Grant Type and Number: Capital Fund Program No: LA48P238501-08 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008
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<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserved for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement/Revision Number _____
<input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 9/30/08	<input type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending _____	

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	76,935.00	16,240.00	16,240.00	0.00
3	1408 Management Improvements	0.00	16,240.00	16,240.00	0.00
4	1410 Administration	4,266.00	0.00	0.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	0.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	0.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	0.00	48,721.00	48,721.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization or Debt Service	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant (sums of lines 2-20)	\$81,201.00	\$81,201.00	\$81,201.00	\$0.00
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of Line 21 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
24	Amount of Line 21 Related to Security - Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
26	Amount of Line 21 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00

Capital Fund Program Five-Year Action Plan

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

Part I: Summary							
PHA Name/Number		Locality (City/County& State)				<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Revision No. _____
COVINGTON HOUSING AUTHORITY (LA 238)		City of Covington/County of Saint Tammany/State of LA					
A.	Development Number and Name HA-Wide	Work Statement for Year 1 FFY <u>2009</u>	Work Statement for Year 2 FFY <u>2010</u>	Work Statement for Year 3 FFY <u>2011</u>	Work Statement for Year 4 FFY <u>2012</u>	Work Statement for Year 5 FFY <u>2013</u>	
B.	Physical Improvements Subtotal	Annual Statement	- 32,694.00	- 32,694.00	- 32,694.00	- 32,694.00	
C.	Management Improvements		25,000.00	25,000.00	25,000.00	25,000.00	
D.	PHA-Wide Non-dwelling Structures and Equipment		0.00 -	0.00 -	0.00 -	0.00 -	
E.	Administration		8,120.00	8,120.00	8,120.00	8,120.00	
F.	Other		0.00	0.00	0.00	0.00	
G.	Operations		15,387.00	15,387.00	15,387.00	15,387.00	
H.	Demolition		0.00	0.00	0.00	0.00	
I.	Development		0.00	0.00	0.00	0.00	
J.	Capital Fund Financing - Debt Service		0.00 -	0.00 -	0.00 -	0.00 -	
K.	Total CFP Funds		\$81,201.00	\$81,201.00	\$81,201.00	\$81,201.00	
L.	Total Non-CFP Funds		0.00	0.00	0.00	0.00	
M.	Grand Total		\$81,201.00	\$81,201.00	\$81,201.00	\$81,201.00	

Capital Fund Program Five-Year Action Plan

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires: 4/30/2011

Part I: Summary (Continuation)						
PHA Name/Number COVINGTON HOUSING AUTHORITY (LA 238)		Locality (City/County& State) City of Covington/County of Saint Tammany/State of LA			<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Revision No. _____
A.	Development Number and Name	Work Statement for Year 1 FFY_____	Work Statement for Year 2 FFY_____	Work Statement for Year 3 FFY_____	Work Statement for Year 4 FFY_____	Work Statement for Year 5 FFY_____

Blank - not needed

Attachment: la238d01
Covington Housing Authority
Resident Advisory Board Consultation process

- 1. Resident notification of appointment to the Advisory Board**
At beginning of PHA Plan process, sent out letter to all residents/participants of opportunity to serve on the Resident Advisory Board - January 8, 2009

- 2. Resident Advisory Board Selection**
Selection made from resident/participant response - January 18, 2009

- 2. Meeting Organization**
Schedule date to meet with Resident Advisory Board for input to PHA Plan – February 5 , 2009
Notify Resident Advisory Board of scheduled meeting – February 3, 2009
Hold Resident Advisory Board meeting – February 5, 2009

- 3. Notification of Public Hearing**
Schedule date for Public Hearing and place ad – February 11, 2009
Notify Resident Advisory Board – February 1, 2009
Hold Public Hearing meeting – February 11, 2009

- 4. Documentation of resident recommendations and PHA’s response to recommendations**

Resident Advisory Board Meeting
February 5, 2009

Comments: The Resident Advisory Board basically wanted the roofs replaced that were not replaced, the flags in front of the office, hire a maintenance person, landscaping and new storm doors. They understood that we have not had the funds to complete the work so far. We had to use the bulk of our money cleaning up debris from the storms. Also the insurance company did not give us much money. We also explained that we fixed the units first that were a priority.

Response: The PHA was very receptive to the advisory board. We all agreed that once HUD releases the money, we will begin to work on roofs and other things. Also they were advised that we advertised for a maintenance person and would be hiring someone in late February or early March. The residents have been patient and we are going to make sure things are done.

1. Finish remainder of roofs
2. Storm doors
3. Hire maintenance personnel
4. Replace American flag and Housing Authority flag
5. Landscaping

The board was advised that the PHA was in the process of obtaining new software to expedite processing in the office. Also we are buying handheld inspections for expedited work orders. They were very happy that the work order process would be expedited.