

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

PHA Plans

5 Year Plan for Fiscal Years 2006 - 2010

Annual Plan for Fiscal Year 2009 *(md015v01 – 03/23/2009)*

Transmission: 04/16/2008

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan
Annual Agency Plan Update
Agency Identification**

PHA Name: Housing Authority of Prince George's County

PHA Number: MD39-P015 (MD015)

PHA Fiscal Year Beginning: 07/2009 (07/01/2009 – 06/30/2010)

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2006 – 2010
[24 CFR Part 903.5]

Annual Agency Plan

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The mission of the Housing Authority of Prince George's County, is to expand access to a broad range of quality housing, create safe, well planned, attractive residential communities and enable families to become self-sufficient and communities to become stable.

The beneficiaries of our efforts are individuals and families with housing or community improvement needs. Special emphasis is given to low and moderate income people who live in the County.

We carry out our mission through aggressive financing; innovative planning; and productive partnerships with the public, private and community based organizations.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
HA has: Multi-Family Tax Exempt Bond and Second Mortgage Home Programs.

- PHA Goal: Improve the quality of assisted housing
 - Objectives:
 - Improve public housing management:
 - Improve voucher management: (through quality control inspections)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing: (McGuire House Demolition, 02/04/2008)
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

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

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

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

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

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

Objectives:

Increase the number and percentage of employed persons in assisted families:

Provide or attract supportive services to improve assistance recipients' employability:

Provide or attract supportive services to increase independence for the elderly or families with disabilities.

Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Continue affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

Maintain affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Other: (list below)

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
HOUSING POLICY GOALS AND STRATEGIES**

Housing Authority goals and objectives are consistent with the Housing and Community Development, Consolidated Plan FY2006-2010.

GOAL 1: Stabilize and increase homeownership opportunities

Objective 1:

Provide \$50 million in single-family housing financing annually in low-interest rate mortgages

Objective 2:

Preserve and expand the supply of affordable housing by providing \$1.5 million in rehabilitation loans and grants annually to promote rehabilitation of existing housing, to include vacant and abandoned houses

Objective 3:

Provide down payment and closing cost assistance for first-time homeowners

Objective 4:

Assist families receiving rental assistance in becoming homeowners

GOAL 2: Support development of new and existing affordable rental properties

Objective 5:

Use tax-exempt bond allocation to finance the redevelopment of distressed multi-family housing

Objective 6:

Use tax-exempt bond allocation to finance the development of new quality affordable housing

Objective 7:

Support the development of surplus properties

GOAL 3: Provide housing subsidies

Objective 8:

Provide rental subsidies to low and moderate-income families

GOAL 4: Support the Prince George's County Continuum of Care goal of ending chronic and non-chronic homelessness by 2012

Objective 9:

Support the development of permanent housing units for chronic homeless persons

Objective 10:

Provide support to organizations to maintain and to help increase emergency shelter and transitional housing for the homeless

Objective 11:

Support the operations of homeless shelters and transitional housing providers

Objective 12:

Support intensive case management, housing counseling and job training for homeless individuals and families

GOAL 5: Assist in the provision of housing options for persons with special needs

Objective 13:

Finance accessibility alterations for existing owner-occupied and rental (including multi-family) units

Objective 14:

Provide services to homeowners and renters who are elderly and disabled

Objective 15:

Provide annual rental assistance to households with HIV/AIDS

Objective 16:

Use tax-exempt bond allocation to finance the development of affordable rental housing for seniors and persons with special needs

GOAL 6: Support employment opportunities for low- and moderate-income persons, small business entrepreneurship, and the development of community revitalization activities in the Developed Tier

Objective 17:

Expand employment opportunities for low and moderate income residents

Objective 18:

Support the Economic Development Corporation's strategic plan.

Objective 19:

Support high impact mixed use and mixed income redevelopment projects in the Developed Tier

GOAL 7: Improve the safety and livability of neighborhoods

Objective 20:

Develop or rehabilitate various public facilities that provide services to low and moderate-income persons

Objective 21:

Improve and/or expand community facilities and infrastructure to serve county and municipal residents

GOAL 8: Improve the quality of life by providing needed public services

Objective 22:

Provide employment and literacy training to low income persons

Objective 23:

Provide housing counseling, fair housing/predatory lending, and foreclosure prevention training for low and moderate-income persons

Objective 24:

Provide needed services for seniors and the frail elderly

Objective 25:

Provide health care services to low and moderate-income persons, elderly and frail elderly persons, immigrants and families

Objective 26:

Provide transportation for low income and disabled adults

Objective 27:

Provide services to homeless individuals and families and those at risk of becoming homeless, including foreclosure counseling

Objective 28:

Provide housing counseling and related services for persons with disabilities

Objective 29:

Provide supportive services to at risk children and youth, including supportive educational services

Objective 30:

Provide supportive services to persons with disabilities

Annual PHA Plan
PHA Fiscal Year 2009
[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.

EXECUTIVE SUMMARY

The Housing Authority of Prince George's County has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998, the ensuing HUD requirements and is consistent with the Prince George's County 5-Year Consolidated Plan. The Executive Summary addresses plans for the 2009 Fiscal Year and accomplishments for FYE2008.

The following goals and objectives for the 5-Year Plan have been adopted:

1. Provide an improved living environment
2. Improve the quality of assisted housing
3. Promote self-sufficiency and asset development of assisted households
4. Ensure equal opportunity and affirmatively further fair housing
5. Create a greater balance of housing types and values throughout the County
6. Expand homeownership opportunities for all residents regardless of race, gender, color, national origin, familial status or disability
7. Develop a range of quality housing for all households including families, the elderly, persons with disabilities, the homeless and those with HIV/AIDS
8. Create safe, well planned, attractive residential communities
9. Develop and implement an asset (project-based) management plan.

Approaching the tenth year of the plan, the Department continues to implement and coordinate its goals and HUD's goals into program operations. Senior staff continued to participate in the goal setting and strategizing to meet objectives, set tasks/strategies and establish new milestones to form the framework for the Department's operations. Described in the following table are significant accomplishments and strategies that outline the direction of the Department.

FYB 2009
<p style="text-align: center;"><u>GOAL 1</u> Achieve financial stability in the entire Department.</p>
<p style="text-align: center;"><u>GOAL 2</u> Continue to execute Information Technology (IT) Plan to maximize the use of the IT System so that it enables and empowers users to accomplish their tasks.</p>
<p style="text-align: center;"><u>GOAL 3</u> Continue developing a strategic plan that analyzes the Department's human resources and organizational structure.</p>
<p style="text-align: center;"><u>GOAL 4</u> Develop more effective communication between divisions, employees, Office of the County Executive and the general public.</p>
<p style="text-align: center;"><u>GOAL 5</u> Continue implementing programs that result in improved quantitative measurements.</p>
<p style="text-align: center;"><u>GOAL 6</u> Continue implementing quality single and multi-family developments that improves the quality of life for the citizens of Prince George's County.</p>
<p style="text-align: center;"><u>GOAL 7</u> Undertake review of hiring force account maintenance employees / contracting out to private sector.</p>

HOUSING AUTHORITY – PROJECT MEASUREMENTS

1. Improve Program Management and Administration

- Improve Standard Performer rating as observed by HUD for Housing Choice Voucher Program through continual monitoring of SEMAP indicators. SEMAP achievement for FYE 2008 was 95%, High Performer.
- Improve HUD designated Public Housing Assessment System (PHAS) Performance rating for the Housing Authority.
- Receive a HUD Real Estate Center (REAC) physical inspection overall score of no less than 85%.
- Internal processes and procedures will be updated and streamlined to decrease the workload of current staff.
- Ensure the lease-up process is implemented to maintain a 95-98% compliance rate.
- Begin mandatory landlord seminars to ensure a better understanding of the program.
- Review inspection contracts and RFPs to ensure compliance with HUD's HQS/UPCS requirements.
- Review and select Windows-based software for use with the administration and daily operations.
- Improve Form HUD-50058 reporting rate for both public housing and HCV at time of annual assessment to 95 percent or higher.

2. Improve Property Management

- Improve unit turn around, lease-up and make ready days by 2.5% each quarter.
- Respond and close 100% of all work orders to abate exigent conditions within 24 hours, routine within 5 days and extraordinary within 30 days.
- Process and close no less than 1,200 work orders with less than a 10% call-back rate.
- Manage completion of \$2.75 million of construction/rehabilitation.
- Complete 100% of all renovation/construction projects on time and with less than a 15% variance in project budget and cost change orders.

3. Complete Staff Reorganization

- SEMAP Specialists have been trained and SEMAP/MTCS procedures and processes have been implemented. They will continue to be updated as required.
- Convert LTGF positions to keep up with the increasing caseload.
- Hire two staff persons to work in conjunction with the FSS and Homeownership Programs.

4. Continue Staff Training

- Ensure Section 8 Certification training for all Rental Specialists.
- Send staff to the MAHRA fall and spring conferences. Update Inspector Lead-Based Paint Training.
- Provide in-house training for Rental Specialists on ECS updates and adjustments.

5. Increase Resident/Client Services

- Provide 2080 units of resident services.
- Serve 2000 hot meals at the 1100 Owens Road Nutrition Site.
- Increase FSS participatory enrollment by 25%.
- Hold FSS and homeownership graduation ceremony for successful participants.
- Apply for the Public Housing Neighborhood Network grant.
- Apply for another Resident Opportunity and Self Sufficiency (ROSS) grant.
- Provide staff and RAB with additional resident training/seminars.

6. Improve Risk Management

- Continue to participate in the annual Housing Authority Insurance Risk Control Management Program that includes a systematic and continuous identification of loss exposure, and an emphasis on reducing losses due to accidents, incidents, or behavior that can be managed and or predicted. This program also lowers the cost of insurance premiums.
- Purchase reliable County cars and cellular phone for staff who meet Department use criterion.
- Continued staff monitoring and facility analysis and recommend property improvements that comply with ADA regulations.

FYE 2008 – ACCOMPLISHMENTS:
(07/01/2008 – 06/30/2009)

INFORMATION TECHNOLOGY:

The Authority's Market Information Technology (IT) Systems and core business applications continue to be updated.

IT Accomplishments for **FYE 2008** included:

- Upgraded computer equipment through planned obsolescence.
- Reviewed requirements for migration to Windows based housing management application.
- Implemented Remote Desktop Management System.
- Upgraded VPN hardware.
- Explored/Implemented alternative technical solutions to replace current DSL response time for remote connectivity and performance.
- Original issued hardware and software were replaced at two Family Resource Academies, Kimberly Gardens and Marlborough Towne Centers.

WAITING LIST:

There remains a surplus of applicants on the combined waiting list. Applications are handled through the Central Intake Unit within the Rental Assistance Division. The Public Housing waiting list remains open for the efficiency and one-bedroom units for the elderly and persons with disabilities. At beginning of FY 2009 there are only a few families remain on the waiting list for 4 bedroom units.

McGUIRE HOUSE:

Demolition started at McGuire House on January 2008 and was completed and site secured by April 2008. Redevelopment plans for the site have not been finalized. Final disposition plans will be undertaken in the coming plan year.

SUPPORTIVE SERVICES

PUBLIC HOUSING:

Resident Opportunity and Self Sufficiency (ROSS)

- Since funding ended for the ROSS Grant in 2006, staff have reorganized Resident Services but continue to maintain grant focus "to ensure that seniors are able to age in place and maintain their independence as long as possible, by

providing community-base services, as well as, other alternatives to institutional care. A comprehensive network of supportive services continues to be made available through collaborative efforts of several County agencies and community-based organizations. Services are targeted for at-risk seniors and individuals with disabilities at four (4) public housing properties.

- The Housing Authority does plan to submit application for FY 2009 RSMD Model if published in the Super-NOFA (Notice of Funding Availability).

Family Resource Academy (FRA)

- Operating as Family Resource Academies, the Housing Authority has converted community spaces into effective self-sufficiency programs for public housing residents. Major projects include: Activities for residents of all ages which include classes, youth councils, health screenings, parenting classes and structured leisure and recreational pursuits.
- The growing interest in the FRA program requires the Authority to develop curricula changes, and modify software and hardware requirements. Instructors were hired to *develop* Information Technology *curricula* for centers during FY2008.
- A continued goal of the Authority will be to encourage participation from all families to become involved in Academy operations. Students of the Prince George's County Public School System are encouraged to use Community Service hours received through the FRA towards Community Service Credits required for high school graduation. Parents and other adults are encouraged to use the FRA as a means for acquiring Community Service Credits mandated by HUD.
- The Authority expanded the academy concept to Cottage City Towers, (an elderly property) during 2Qtr FYE 2008.

Risk Management Program

- The Housing Authority of Prince George's County participates in the Housing Authority Insurance (HAI) – Risk Management Control Program. The Risk Management component is very similar to objectives cited in the HUD's Real-Estate Assessment Center (REAC) program. It is the policy of the Housing Authority to give priority to risk control management in all phases of program operations. This is done to protect the lives and well-being of residents and employees, and reduce exposure to liability which results in financial losses. A loss control program protects assets needed to carry out the mission of the

Authority, which is to provide quality housing and community development programs to residents of Prince George's County.

- The Housing Authority Insurance (HAI) agency has developed nine (9) core risk control standards that must be met in order to qualify for the program. HAI also conducts annual assessments/inspections to ensure compliance. The Risk Control Work Plan is a means to keep insurance premiums cost down.
- The Housing Authority has participated in this program since 2000 and continues to benefit from a ten to fifteen percent reduction in insurance premiums cost, annually.
- Premium benefits were awarded in FY 2009 for having met 7 Risk Control standards. The Authority was granted a "Low-Loss Achievement Award."

SECTION 8:

HOUSING CHOICE VOUCHER HOMEOWNERSHIP PROGRAM

In FYE 2008, the Housing Choice Voucher Homeownership Program HCVHP) successfully assisted twenty-four (24) families to become first-time homebuyers. The goal for FYE 2009 is to assist an additional twenty (20) more families to become first-time homebuyers.

The program is designed to assist voucher participants who meet certain income and work history requirements, with their transition from rental to homeownership. The minimum gross earned income for eligibility is \$35,000. Additionally, every participant must be a first-time homebuyer (i.e. not have owned a home during the past 3 years). There is no minimum income requirement for elderly (62+) and/or disabled.

PUBLIC HOUSING:

PUBLIC HOUSING TURNKEY III PROGRAM

During FY 2008, two of the three remaining rental townhouse units were sold to tenants under the Turnkey III Program at the Glassmanor (Marcy Avenue) property.

In FYB 2009, plans are underway to sell the last unit to a current renter and complete the conversion of the project to full homeownership. Under Turnkey III, residents rent with the option to purchase.

RESIDENT TRAINING

In past plan years, the Authority encouraged capacity building in residents by sponsoring attendance at training sessions specifically designed to develop leadership skills to effectively participate in public housing management decision making. It is the intent of the Housing Authority to continue this practice, as it is beneficial for the Authority and residents. These conferences are held at various locations throughout the country and a decision to participate is determined by costs associated with travel and accommodations. When residents are sent to training, travel is charged to the Capital Fund Program.

ROLLINGCREST VILLAGES:

Parking has also been addressed at Rollingcrest Village, a 40-unit site for the elderly and disabled. Completion of additional parking is expected by 4Qtr 2008 / 1Qtr 2009. There is inadequate parking for residents. Parking space on both sides of the property will be increased to accommodate the needs of residents and visitors.

BOND SECURITIZATION

The Authority is one of five authorities in the state to participate in a bond issuance arranged by the Maryland Department of Housing and Community Development pledging future Capital Fund Grant allocations to pay the debt service.

The Authority borrowed \$1,249,327 to carry out the capital improvement projects to reconfigure and reconstruct a new parking lot at 1100 Owens Road, a 122 unit high rise for the elderly/disabled. The property suffered from a fundamental design flaw inconsistent with its occupant population. The building was sited 90 ft above sea level with the parking located down a sloping hill which made it difficult for most residents to use.

Reconstruction work for the new parking lot at 1100 Owens Road is complete. This project was completed and closed out, March 2009.

**FYE 2008 – COMPLETED RENOVATION ACTIVITIES:
(07/01/2007 – 06/30/2008)**

In the ninth (9th) year of the plan, the Authority completed comprehensive modernization at two high-rises for the elderly and selected improvements at other sites in the inventory. Renovations were done to address security, safety and code requirements, improve financial stability, increase resident satisfaction, and increase market/curb appeal. Accomplishments are described in the next two (2) tables.

FY2008 ACCOMPLISHMENTS - High-Rise Sites
(CFP, CDBG, Extraordinary Maintenance, Grants, etc.)
HAPGC Table A-2008 (07/01/2007 thru 06/30/2008)

SAFETY, SECURITY & CODE REQUIREMENTS	1100 Owens Road	Cottage City Towers
	Constructed Parking Lot <i>(Started FY2007 – Ended FY2008)</i>	Replaced Fire Rated Exit Doors
	Replaced Mixing Valves	Replaced Hot Water Tanks
	Water Proofed Building Exterior (Front)	Completed Fire Alarm Upgrade.
	Replaced Concrete Slab at Building Exterior (Back)	
	Replaced Roofs over both Stairwell Areas	
	Completed a Physical Needs Assessment	Completed a Physical Needs Assessment
RESIDENT SATISFACTION		Developed a Family Resource Academy
INCREASE MARKET / CURB APPEAL		
	Completed Landscaping	

FY 2008 ACCOMPLISHMENTS - Garden Apartment Sites
(CFP, CDBG, Extraordinary Maintenance, Grants, etc.)
HAPGC Table B-2008 (07/01/2007 thru 06/30/2008)

SAFETY, SECURITY & CODE REQUIREMENTS	Marlborough Towne	Kimberly Gardens	Rollingcrest Villages
	Replaced Remaining 20% Older A/C Condenser Units	Replaced 90% of DU Rear Entry Doors	Replaced 50% of Roofs, Flashings, & Flues
			Replaced Fire Rated Community Building Doors
	Completed a Physical Needs Assessment	Completed a Physical Needs Assessment	Completed a Physical Needs Assessment
RESIDENT SATISFACTION	Replaced Obsolete Computers in FRA	Replaced Obsolete Computers in FRA	Built Personal Storage Sheds
	Leased Unit to Prince George's County Police Officer	Leased Unit to Prince George's County Police Officer	
INCREASE MARKET / CURB APPEAL			

REAL ESTATE ASSESSMENT CENTER (REAC) SUBSYSTEMS

The Housing Authority of Prince George’s County was *last* assessed in FY2007 by REAC. Public housing PHAS scores posted below are representative of the Authority’s last assessment.

The Housing Authority Prince George’s County is a *Standard Performer*. Public housing properties were inspected during the months, November and December 2007. Final PHAS scores for the Fiscal Year Ending 06/30/2007 were:

Public Housing

- Public Housing Assessment System (PHAS): 82 points out of a possible 100.

To obtain a *High Performer or Standard Performer* status, a PHA must score at least 60 percent of the points available in *each* of the four indicators and achieve an overall **PHAS** score of 60 percent or greater. The Authority’s composite score was 82. For public housing, management operations ratings were 26 out of 30 for physical condition as measured by Real Estate Assessment Center (REAC) scores, 25 out of 30 for general management, and 4 out of 10 for resident satisfaction as measured by a HUD survey; Resident Assessment Satisfaction Survey (RASS).

The Housing Authority filed appeals for scores at Cottage City Towers and Kimberly gardens. Notification has been received that both were successful and REAC scores for the two (2) properties have been revised. The Authority’s score was changed to reflect the score as shown below.

PHAS Score Report for FYE 06/30/2007 for Public Housing are as follows:

Housing Authority of Prince George’s County			
<i>PHAS Score Report for Fiscal Year 2007</i>			
PHAS Indicator		Original Score	Maximum Score
1	Physical	25	30
2	Financial	27	30
3	Management	26	30
4	Resident Satisfaction	4	10
PHAS Total Score		82	100

Section 8

➤ The Prince George's County Housing Choice Voucher Program final SEMAP Overall Score (in %) for the fiscal year ended June 30, 2008, is 95%. SEMAP designation for the overall performance rating is a *High Performer*.

The following are scores for each SEMAP indicator.

Housing Authority of Prince George's County		
<i>SEMAP Score Report for Fiscal Year 2008</i>		
SEMAP Indicators		Score
1	Selection form the Waiting List	15
2	Reasonable Rent	20
3	Determination of Adjusted Income	20
4	Utility Allowance Schedule	5
5	HQS Quality Control	5
6	HQS Enforcement	10
7	Expanding Housing Opportunities	5
8	Payment Standards	5
9	Timely Annual Reexaminations	10
10	Correct Tenant Rent Calculations	5
11	Pre-Contract HQS Inspections	5
12	Annual HQS Inspections	0
13	Lease-up	20
14	Family Self-Sufficiency	8
15	<i>Deconcentration Bonus</i>	5

To acquire a *High Performer* status under SEMAP, a PHA must comply with fourteen rating indicators and achieve an overall **SEMAP** score of *90 percent or greater*. High performers are afforded incentives that include relief from specific HUD requirements, public recognition and bonus points in funding competitions.

*End Summary of FYE 06/2008 Updates
(07/01/2007 thru 06/30/2008)*

Tenth Year of Annual Plan – FYB 2009
(07/01/2009 – 06/30/2010)

The Annual Plan provides details about the Authority's immediate operations and services, and the HAPGC's strategy for achieving goals and objectives for the upcoming fiscal year beginning (FYB) July 1, 2009. The Tenth Year Annual Plan is based on the premise that accomplishing goals and objectives will enable the Housing Authority to carry out its mission.

Plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of stated goals and objectives. Taken as a whole, they outline a comprehensive approach. The Tenth (10th) Year Annual Plan includes:

FINANCIAL STABILITY

To meet the goal of improved financial stability, the Department plans to continue to carry out the following tasks:

- Identify new sources of funding,
- Maximize sources of funding currently received by the Department,
- Increase public housing lease-up rates,
- Maintain Housing Choice Voucher Program lease-up rates in accordance with funding levels.
- Evaluate financial viability of grants,
- Develop aggressive collection plan that maximizes data collection efforts,
- Review priorities for the Department,
- Continue to consider disposing of surplus properties owned by the Housing Authority.
- Commission consultation services to assess the financial feasibility of maintaining ownership of all public housing properties as assets.
- Review the budget plan for expenditures,
- Create Department wide spending awareness plan,
- Develop Department attitude regarding financial status, and
- Fully automate procurement & inventory system modules to better control purchasing and distribution.
- Develop and Implement an Asset Management (project-based) Plan to improve operational effectiveness and efficiency, to preserve and protect assets, and facilitate future investment and reinvestments in public housing. At the end of the budget year, Congress passed regulations that permit PHAs with under 400 units to elect exemption from asset management. As of the writing of this plan, HUD has not issued regulations for PHAs to file for exemption. While the Authority will not officially implement asset management, it will revise its internal operations to comply with budgeting principles.

INFORMATION TECHNOLOGY:

Business applications that the Authority expects to complete by FYE 2009 are:

- Continue to upgrade office computer equipment through planned obsolescence.
- Convert EmPHAsys applications from DOS to Windows or obtain a new software vendor.
- Material Inventory, and hand-held UPCS Inspections.
- Requisitions, Bidding Process & Contract Management.
- Test and implement corrected UPCS inspection software.
- Implement Remote Desktop Management System.
- Migrate all desktop systems to Windows Vista operating system.
- Implement Strategic Technology Protection System for automation of system security updates and patches.
- Upgrade computer equipment in the FRA at 1100 Owens Road.
- Implement Physical Needs Assessment Report automation.
- Update Agency website allowing access to downloadable Agency forms, programs and services.

SUPPORTIVE SERVICES (FYB 2009)

(07/01/2009 – 06/30/2010)

Several successful programs that helped families achieve self-sufficiency will continue and expand for the upcoming 2009 fiscal year and well into the five years of this plan. Selected programs/services are listed below:

PUBLIC HOUSING:

Family Resource Academy (FRA)

Operating as Family Resource Academies, the Housing Authority has converted community spaces into effective self-sufficiency programs for public housing residents. Traditional community spaces are being used to house Computer Learning Labs and full service health delivery systems. Major projects include: Activities for residents of all ages which include classes, youth councils, health screenings, parenting classes and structured leisure and recreational pursuits.

A continued goal of the Authority is to keep these academies open. The Housing Authority will continue to encourage participation from all families to become

involved in Academy operations. Students of the Prince George's County Public School System are encouraged to use Community Service hours received through the FRA towards Community Service Credits required for high school graduation. Parents and other adults are also encouraged to use these academies to meet job enrichment opportunities and HUD's Community Service requirements.

Development of the Information Technology Center at Rollingcrest Villages has resumed and is expected to be completed by 1Qtr FYB 2009.

PUBLIC HOUSING:

Resident Opportunity and Self-Sufficiency (ROSS)

The Housing Authority will submit an application in FY 2009 for the Resident Opportunity and Self-Sufficiency (ROSS) Grant under the Resident Service Delivery Model (RSMD). At this time, a Super-NOFA (Notice of Funding Availability) has not been published.

ROSS addresses issues "to ensure that seniors are able to age in place and maintain their independence as long as possible, by providing community-base services, as well as, other alternatives to institutional care. A comprehensive network of supportive services continues to be made available through collaborative efforts of several County agencies and community-based organizations. Services are targeted for at-risk seniors and individuals with disabilities at four (4) public housing properties. The ROSS Grant enhances and promotes residents' independence thus reducing the incidence of premature institutionalization.

- ROSS was developed in consultation with public housing residents, various County agencies and community partners. The focus for supportive services includes, but are not limited to: health and personal care to meet Activities of Daily Living, housekeeping services, congregate services (meals, home delivery-based services, and non-profit food buying networks), and emergency response/crisis intervention. Additional services include: transportation, education/advocacy, support for primary and secondary caregivers, case management/coordination and physical improvements to site facilities as appropriate.
- In anticipation of FY 2009 participation, the ROSS Program is forging a partnership with Suburban Hospital in Rockville, Maryland, to provide health-related services to residents at 1100 Owens Road, Cottage City Towers, Rollingcrest Village and Marlborough Towne properties. Services will include education/advocacy, prevention and wellness, exercise programs and health fairs. Hospital will provide resources that are required to implement services.

SECTION 8:

Family Self-Sufficiency (FSS)

The purpose of the Family Self-Sufficiency (FSS) program is to promote the coordination of public housing and/or Section 8 program assistance with other public and private resources, to enable eligible families to achieve economic independence and self-reliance. Programs described within, outline the resources and services made available to help the families achieve self-sufficiency. Among the supportive services provided are transportation, remedial education, job training and etc. Financial support for such programs often comes from other County agencies, partnerships, and other grant resources.

The FSS Coordinator assist families in planning goals and objectives during a five (5) year period. As participants reach established goals and their earned incomes increase, escrow accounts are established and dispersed to families who successfully complete the program.

Homeownership Program

The PHA will offer the homeownership option only to participating families who are:

- a) Eligible Housing Choice Voucher Program participants; and
- b) The PHA will limit homeownership to a maximum of 100 families at any given time.

Public Housing Turnkey III Program

At Marcy Avenue, a Turnkey III property, plans are underway for FYB 2009 to sell the last unit to a current renter and complete the conversion of the project to full homeownership. The Authority will aggressively work with the current resident through the first-time homebuyers program.

FY2009 – PLANNED RENOVATION ACTIVITIES:
(07/01/2009 – 06/30/2010)

The following work activity charts describe projects scheduled to take place during the next fiscal year FYB 2009.

FY2009 WORK ACTIVITY PLAN - High-Rise Sites
(CFP, CDBG, Extraordinary Maintenance, Grants, etc.)
HAPGC Table C-2009 (07/01/2009 thru 06/30/2010)

SAFETY, SECURITY & CODE REQUIREMENTS	1100 Owens Road	Cottage City Towers
	Replace Ceiling in Boiler Room and Common Areas in Basement	Seal and Caulk Window Seals and Frames on Building Exterior
	Camera and Correct Moisture Infiltration in Basement Crawl Spaces	
	Construct Storm Water Mgmt Syst & Correct Water Penetration	
	Replace Domestic Water Lines in Crawl Spaces	
	Replace Unit Gas Lines	
	Replace Exhaust System Roof Motors	
	Install Energy Efficient Light Devices throughout Bldg	
	Install Security Cameras	Install Security Cameras
	Replace Trash Compaction System	
	Enclose Trash Area with Fence	
	Expand Sprinkler System to Include Supply Room	
RESIDENT SATISFACTION	Refinish and Paint Properties	Refinish and Paint Properties
INCREASE MARKET / CURB APPEAL		Install New Site Signage
		Complete Landscaping

FY2009 – PLANNED RENOVATION ACTIVITIES:

(07/01/2009 – 06/30/2010)

FY2009 WORK ACTIVITY PLAN - Garden Apartment Sites

(CFP, CDBG, Extraordinary Maintenance, Grants, etc.)

HAPGC Table D-2009 (07/01/2009 thru 06/30/2010)

SAFETY, SECURITY & CODE REQUIREMENTS	Marlborough Towne	Kimberly Gardens	Rollingcrest Villages
	Replace DU water shut off valves	Replace remaining 10% of DU Rear Entry Doors	Construct Parking Lot. Design Work Complete.
	Replace Roofs, Flashing, and Flues	Replace Roofs, Flashing, and Flues	Replace Remaining 50% of Roofs, Flashing, and Flues
	Replace Sewer Waste Lines	Replace Sewer Waste Lines	
	Replace Select Furnaces		
	Install Energy Efficient Lighting Fixtures & Devices		
	Install Energy Efficient Water Heaters		
	Install Select Patio Ramps & Railings (ADA)	Replace Concrete Patio Pads (Rear)	
		Expand Sprinkler System to Include Supply Room	
		Replace Siding	
RESIDENT SATISFACTION			Develop the Final Family Resource Academy Center
	Refinish and Paint Properties	Refinish and Paint Properties	Refinish and Paint Properties
INCREASE MARKET / CURB APPEAL	Landscape	Landscape and Conduct Erosion Control	Landscape
	Install New Site Signage	Install New Site Signage	Install New Site Signage

PUBLIC HEARING

A Public Hearing was held for the Annual Agency Plan on February 20th. Staff met with residents Housing Authority-wide and the RAB to discuss the Annual Plan for FYB 2009 and get their input. The main interest of residents include: security, dwelling unit painting, duct cleaning, kitchen/bath renovations, window washing, and site signage. Work activities detailed elsewhere in the plan will take place in coming plan year.

Staff are required to discuss with residents and receive feedback on contents of changes in policies or procedures. The following changes to the Admissions and Continued Occupancy Plan “ACOP”, as part of the Annual Plan are listed below:

HUD MANDATORY REQUIREMENTS PROGRAM CHANGES:

Implementation of Violence Against Women Act (VAWA) and the PHA Plan

In FY2008, the PHA Board of Commissioners [*approved*] a Policy of Protection of Victims of Domestic Violence (VAWA) and related amendments to the PHA’s Admission and Occupancy Policies for the Public Housing Program and the Section 8 Housing Choice Voucher Program.

During FYB 2009, the Authority will consider adding preferences for homelessness, veterans, persons with disabilities, and domestic violence victims in the Housing Choice Voucher Program.

HOUSING AUTHORITY CHANGES:

ENERGY STAR

Much of the current inventory of Public Housing properties were built before the period of low energy costs, using minimal property standards for cost effective energy conservation. The Housing Authority already uses ENERGY STAR labeled products whenever replacing energy systems, devices, and appliances where not cost prohibited. However, the Authority will also attempt to purchase energy efficient products as encouraged by HUD’s, Public Housing Modernization Standards which emphasizes energy conservation measures as an integral of any Public Housing Capital Improvement Program.

WAITING LIST

The Public Housing waiting list for families opened, January 25 through January 31, 2008. Approximately 5500 applicants were placed on the Public Housing waiting list.

The Housing Authority's waiting list remains open for seniors and persons with disabilities. The waiting list only has a few applicants eligible for four (4) bedroom units.

McGUIRE HOUSE:

Demolition started at McGuire House on January 2008 and was completed and site secured by April 2008. Redevelopment plans for the site have not been finalized. Final disposition plans will be undertaken in the coming plan year.

ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP) AMENDMENTS:

(See Attachment A)

Changes to the ACOP include information related to:

- Public Housing Eligibility,
- Reasonable Accommodations,
- Credit Screening,
- Minimum Rent,
- Special Re-examinations,
- Effective Date of Rent Changes Due to Interim or Special Re-examinations, and
- Transfers.

FEE/CHARGE UPDATES:

(See Attachment B)

The Housing Authority has proposed to increase the following fees/charges effective July 1, 2009.

- Labor Charges,
- Dwelling Unit Lock Outs,
- Lock Out, Keys, and Door Hardware,
- Bulk Trash Pick Up,
- Appliance Cleaning, and
- Community Room Rental.

Proposed fees changes for October 1, 2009 are:

- Appliance Surcharge (freezers),
- Air Conditioning Surcharge (family sites, only), and
- Undertake Study for Tenant Metered Utilities.

Forced Account Maintenance Employees

In FY2009 the Housing Authority will review the existing Facilities Management Services Contract to determine the most cost effective way to continue to provide maintenance and janitorial services to its' residents.

Follow Up Plan Certification

- ❑ **Communication** – The Authority will continue to attempt to get residents to participate in monthly Resident Organization meetings. Establishment of additional FRAs should also improve resident involvement.
- ❑ **Safety** - New lighting is incorporated into Housing's plan to create additional parking at two public housing properties. Additional lighting is also included in the CFP for Kimberly Gardens. Finally, more crime prevention workshops will be performed by the County's Community Police at each of the

developments. In FY2008 uniformed police officers were recruited to move in Kimberly Gardens, Marlborough Towne, and 1100 Owens Road properties. Efforts will continue to get uniformed police officers to live-on-site at Cottage City Towers. Police presence has helped to curve lease violation problems with lease violations related to criminal activity.

*End of Executive Summary for Annual Plan - FYB 07/01/2009 Updates
(07/01/2009 thru 06/30/2010)*

Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents	<u>Numbered Pages 01 thru 106</u>
Annual Plan	
Required Certifications	
i. Executive Summary	01-31
ii. Table of Contents	
1. Housing Needs	37-45
2. Financial Resources	45-46
3. Policies on Eligibility, Selection and Admissions	47-55
4. Rent Determination Policies	56-60
5. Operations and Management Policies	60-61
6. Grievance Procedures	62
7. Capital Improvement Needs	63-64
8. Demolition and Disposition	65
9. Designation of Housing	66
10. Conversions of Public Housing	67-69
11. Homeownership	70-71
12. Community Service Programs	71-75
13. Crime and Safety	76-77
14. Pets	78-79
15. Civil Rights Certifications (included with PHA Plan Certifications)	80
16. Audit	80
17. Asset Management	80
18. Other Information	81-88
19. Attachments (VAWA, ACOP/Lease, Fees)	89-105
20. Certification Transmission Summary	106
21. CFP Tables (a thru e)	

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.

PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY ATTACHMENTS/ADDENDA

- Admissions & Screening Changes (to ACOP) Attachment A
- Fee Changes Attachment B

Required Attachments:

- Admissions Policy for Deconcentration *(Included in the HAPGC Plan Text)*
- FY 2009 Capital Fund Program Annual Statement **(md015a01)**

- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2006 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards *(Included in the HAPGC Plan Text)*
- Other (List below, providing each attachment name)

FY2008 CFP – Performance & Evaluation Report (md015a01)

FY2007 CFP – Performance & Evaluation Report (md015b01)

FY2006 CFP – Performance & Evaluation Report (md015c01)

FY2005 CFP – Performance & Evaluation Report (md015d01)

FY2004 CFP – Performance & Evaluation Report (md015e01)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input 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	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	A & O Policy	
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
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NA	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
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	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
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing	Annual Plan: Designation of Public Housing
NA	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
NA	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (EDSS, TOP or ROSS or other resident services grant) grant program reports (ROSS - Closed 2001, Closed 2008)	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
NA	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction By Family Type							
Family Type	Overall	Afford- - ability	Supply	Quality	Access- - ibility	Size	Loca- - tion
Income <= 30% of AMI	21,394	5	5	NA	NA	3	NA
Income >30% but <=50% of AMI	22,092	5	5	NA	NA	5	NA
Income >50% but <80% of AMI	21,587	4	4	NA	NA	1	NA
Elderly (65 and Older)	6,902	4	4	NA	NA	NA	NA
Families with Disabilities	9,255	4*	4*	NA	NA	NA	NA
Race/Ethnicity Black	44,645	5	5	NA	NA	NA	NA
Race/Ethnicity White	11,020	3	3	NA	NA	NA	NA
Race/Ethnicity Asian	2,170	4	4	NA	NA	NA	NA
Race/Ethnicity Am. Indian	170	3	3	NA	NA	NA	NA
Race/Ethnicity Hispanic	5,470	NA	NA	NA	NA	NA	NA
Race/Ethnicity Other	29	NA	NA	NA	NA	NA	NA

Source: SOCDs CHAS Data: 2000

* Note: Pacific Islander

-Persons of all ages, with physical disabilities are in need of housing. There are another 2,000 persons with mental disabilities and 516 with developmental disabilities in need of housing. There are also, 1,215 seniors in assisted living care.

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000-2010
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year: 1993
- Other housing market study
Indicate year: 1996 Prince George's County Household Survey

- Other sources: (list and indicate year of information)
2000 Census, one source for the Consolidated Plan
HAPGC Waiting List

There has been an increase of County Hispanic residents. However, the largest change within smaller racial and ethnic groupings throughout the County has been those listed in the hard to define “other” population. Defined by the Bureau of the Census as “persons who indicate their race or described themselves as ‘multiracial’ or ‘multiethnic’ on the census form.

Source: Consolidated Plan

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

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

Housing Needs of Families on the Waiting List Public Housing			
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	3036	100%	10% (Incls: Eligibles & Ineligibles)
Extremely low income <=30% AMI	3036	100%	
Very low income (>30% but <=50% AMI)	0	0%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	1251	0%	
Elderly families	461	26.87%	
Families with Disabilities + Hcap	1411	82.6%	
Race/ethnicity Black (Hisp & Non-Hisp)	2890	95.1%	
Race/ethnicity White (Hisp & Non-Hisp)	116	3.8%	
Race/ethnicity Am. Indian	15	.4%	
Race/ethnicity Asian	15	.4%	
Race/ethnicity Pacific	0	0%	

Housing Needs of Families on the Waiting List Public Housing			
Characteristics by Bedroom Size (Public Housing Only)			
0BR	1698	57%	
1BR	10	.03%	
2 BR	807	27%	
3 BR	405	1.3%	
4 BR	53	1%	
5 BR	NA	--	
5+ BR	NA	--	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: Closed for families with children, Open for elderly and disabled How long has it been closed (# of months)? 14. Reopened 01/25/2008 Thru 01/31/2008. Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

The waiting list was recently opened January 25, 2008 through January 31, 2008. All eligible pre-applications are currently active only. The new lists for all bedroom sizes are expected to be used for the next three years.

**Housing Needs of Families on the Waiting List
Section 8 Tenant-Based Assistance**

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing (Centralized)
- 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	3917	100%	10%
Extremely low income <=30% AMI			
Very low income (>31% but <=50% AMI)	3917	100%	
Low income (>51% but <80% AMI)	NA	NA	
Families with children	2969	84%	
Elderly families	159	6.1%	
Families with Disabilities	350	13.6%	
Race/ethnicity White, (Non-Hisp)	49	1.2%	
Race/ethnicity Black (Non-Hisp)	3851	98.3%	
Race/ethnicity Hispanic	6	.15%	
Race/ethnicity Asian/Pacific Island	11	.28%	

**Housing Needs of Families on the Waiting List
Section 8 Tenant-Based Assistance**

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

If yes:

How long has it been closed (# of months)? **14**. Reopened 01/25/2008 Thru 01/31/2008

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

The waiting list was recently opened January 25, 2008 through January 31, 2008. All eligible pre-applications are currently active only. The new lists for all bedroom sizes are expected to be used for the next three years.

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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)
Employ admissions for families displaced by government action.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the (FYB 2007) 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	FY2010	
a) Public Housing Operating Fund	\$1,221,000.	
b) Public Housing Capital Fund	\$542,128.	
c) HOPE VI Revitalization	NA	
d) HOPE VI Demolition	NA	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$50,017,324.	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	NA	
g) Resident Opportunity and Self-Sufficiency Grants (ROSS)	NA	Elderly & Disabled Res. Svc Delivery Model (Public Housing)
h) Community Development Block Grant	\$545,000.	Public Housing
i) HOME	NA	NA
j) Recovery Act Funds	\$633,445.	Public Housing Operations

2. Prior Year Federal Grants (unobligated funds only) (list below)		
Comp Grant 'Yr.	NA	NA
3. Public Housing Dwelling Rental Income		
Rental Income	\$1,244,000.	Public Housing Operations
4. Other income (list below)		
Investment Income	\$21,600.	Public Housing Operations
Vending Machine, & Late Charges	\$22,900.	Public Housing Operations
5. Non-federal sources (list below)		
Rental Allowances Program (RAP)	\$120,000.	Temporary Assistance for the Homeless
Total Resources	\$54,367,397.	Authority-Wide Operations

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)
As names comes up on the waiting list

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
Maryland Sex Offender Life Registry
Credit Report
History of Disturbing Neighbors or Destruction of Property
Federal Assistance Program fraud.

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

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

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

The extent of the criminal record search depends on the residence of the applicant for the past seven (7) years. HAPGC conducts criminal background screening services through a private contractor for all PHA and Section 8 applicant. The service provider is contracted to perform {Local} Jurisdictions and State-wide court record searches. Initial screenings include Prince George's County court records for the State of Maryland, District of Columbia and Northern Virginia. Additional State record checks are processed as required in accordance with past histories.

(2)Waiting List Organization

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

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

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

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

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

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)

- [1] Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- [1] 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)

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)

Component 3, (6) Deconcentration and Income Mixing *(Revised edition)*

- 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.

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

(6) Deconcentration and Income Mixing *(was replaced by section above 2002.*

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) Maryland Sex Offender Life Registry

- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

Criminal records are obtained to determine eligibility for program participation and/or program continuation for the following: new applicants; families transferring from other jurisdictions; families adding new family members; or families causing evidence or action on which the HA suspects the family or family member has engaged in criminal activity or violent behavior. Focusing on the past (7) seven years, the HA requests criminal background screening services through a private contractor. Maryland, Virginia, and the District of Columbia records are searched automatically for each family member aged 18 years and older. Additional State record checks are processed as required in accordance with past histories.

- 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)
Currently, upon the written request from the owner, the Authority will share the last two owner's names, addresses and telephone numbers; if known.

(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 voucher program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

If the family can document that their efforts and additional time can reasonably be expected to result in success or handicap accessibility conditions exist.

(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
- [1] Residents who live and/or work in your jurisdiction
- [4] Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

[1] Preference given to persons involuntarily displaced by Local Government Action.

[3] Any member of the household is medically verified as disabled/handicapped.

[5] Household has completed a Transitional Housing Program

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

- Date and time of application (CON – Continuously Open O/I Board. List Only)
- Drawing (lottery) or other random choice technique (All Other List)

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

- \$0
 \$1-\$25
 \$26-\$75

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

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

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

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

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

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

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

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

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

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 96th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

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

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

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)
Fair Market Rents
Maryland Department of Human Resources – Fact Pack

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)
 - Market vacancy rates
 - Market rents
 - Size and quality of units leased under the program

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

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	376	9%
Section 8 Vouchers	5003	10%
Section 8 Mod Rehab	215	10%
Special Purpose Section 8 Certs/Vouchers (list individually)	197 WtW	10%
Public Housing Drug Elimination Program (PHDEP)	NA	--
Resident Opportunity Self Sufficiency (ROSS)	296	NA- Service Oriented
Other Federal Programs (list individually)		
Turnkey III Program	1	100%
Twenty/20 Education Communities	80	2%

Public Housing unit count does not include McGuire House @ 192 dwelling units.

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
- Tenant Selection Plan
- House Rules
- Fair Market Rent Schedule
- Ethics (Prince George's County Government)
- Grievance Procedures
- Management Policy
- Facilities Use Policy
- Hazardous Materials Policy
- Uniform Physical Condition Standards
- Maintenance Policy
- Natural Disaster Response Guidelines
- Pest Control
- Substance Abuse (Prince George's County Government)
- Work Place Violence (Prince George's County Government)

(2) Section 8 Management: (list below)

- CFR 24 – Statutory Requirements
- HUD Published Regulatory Requirement
- Administrative Plan
- Criminal and Drug Treatment, Classification, Record
- Ethics (Prince George's County Government)
- Grievance Procedures
- Management Policy
- Housing Quality Standards
- Substance Abuse (Prince George's County Government)
- Work Place Violence (Prince George's County Government)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
 - PHA development management offices
 - Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **md015a01**

-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) ☹ **md015a01**, md015b01 md015c01, md015d01, md015e01

-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:

- 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:

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description	
1a. Development name:	McGuire House
1b. Development (project) number:	MD015-008
2. Activity type:	Demolition <input checked="" type="checkbox"/> <i>and</i> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	Approved: 12/2006
5. Number of units affected:	192
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: <i>Demolition began, February 4, 2008</i> b. Projected end date of activity: <i>Redevelopment Plans for the site have not been finalized. Expect to finalize Redevelopment Plans by FYE2009.</i>

Previous Agency Plans provided detailed explanations of demolition activities and Redevelopment Plans for McGuire House. McGuire House was excluded in PIC inventory. Initial Revitalization Plans included 120 affordable rental units for seniors.

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description (Assessment Underway)
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 checked="" 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

Continued

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

Conversion of Public Housing Activity is not applicable at this point.

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937 - New Requirement for FYB2003

Component 10 B Voluntary Conversion Initial Assessments

a. How many of the PHA’s developments are not subject to the Required Initial Assessments? 05 (None of HAPGC’s public housing is being considered for conversion)

HUD requires that the PHA consider implications of converting public housing to tenant-based assistance during the third year of the Agency Plan. It is the opinion of HAPGC that Voluntary Conversion of Developments From Public Housing Stock is inappropriate for the Authority because removal of any development would not meet necessary conditions for voluntary conversion.

The Authority has five developments of public housing. Four of these developments are designated for the elderly and persons with disabilities. Only one of the developments (Kimberly Gardens) is a dedicated family/general occupancy site.

b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? 3.5 (HAPGC’s public housing inventory consist of 3 elderly/disabled sites, 1 mixed community (family & elderly) and 1 family site.)

c. How many Assessments were conducted for the PHA’s covered developments? 00

d. Identify PHA developments that may be appropriate for conversion on the Required Initial Assessments: 00

Development Name	Number of Units

d. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments.

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: Glassmanor 1b. Development (project) number: MD015-005
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input checked="" type="checkbox"/> Turnkey III <input 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: DOFA: 08/77
5. Number of units affected: 1 6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development (only one (1) of the original fifty (50) units remain to be sold. The final unit is expected to be sold by June 30, 2010. <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 08/28/97 and 05/05/99

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)
Welfare To Work	197	Specific Criteria	PHA Main Office	SC8 Waiting List
Family Self-Sufficiency	96	Active Section 8	PHA Main Office	SC8 Participants
Twenty/20 Education Communities (FRAs)	80 Families	Specific Criteria	Development Office	Public Housing
Resident Opportunity Self Sufficiency Program	376	HA Occupants	Development Office	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2009 Estimate)	Actual Number of Participants (As of: 02/01/09)
Public Housing	NA	NA
Section 8	96	80

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

COMMUNITY SERVICE:

Community Service work is a requirement for all non-exempt adult public housing residents 18 years and over who are not employed in full or part-time work. Upon approval of the Plan, the Authority has implemented a plan, which includes the following:

POLICY:

- Pertinent language will be developed in the lease so residents can clearly understand the community service work requirement
- Develop procedures to inform residents of the requirements and of the categories of individuals who are exempt from the requirement, track residents monthly participation and assist family members in identifying volunteer opportunities
- Implement the Community Service policy upon approval of the Plan.

RECERTIFICATIONS:

At least annually, the HAPGC will conduct a reexamination of family income and circumstances. The results will identify residents who are mandated to participate in the Community Service work requirement.

OPERATING GUIDELINES:

Public housing residents will be informed of the Community Service requirement by the following:

- A notification letter to each family thoroughly explaining all requirements
- A lease amendment prescribing requirements, exemptions, compliance procedures and penalties for non-compliance.

COMMUNITY SERVICE OPPORTUNITIES:

The HAPGC will coordinate with social service agencies, health departments, public schools, community colleges and other related institutions indicating a desire to serve as volunteer work placement sites for community service participants.

TYPES OF VOLUNTEER WORK ACTIVITIES AT THE PUBLIC HOUSING SITES MAY INCLUDE:

- Assisting the educational director with computer lab and other related activities at the Family Resource Academy.
- Assisting Academy staff in the coordination and chaperoning of field trips and related activities
- Assisting with supervision of clean-up and related duties at the sites
- Assisting students with homework and related projects, and
- Active participation in some capacity of the Housing Authority's Residents' Councils.

NOTIFICATION OF NON-COMPLIANCE WITH COMMUNITY SERVICE REQUIREMENT:

The HAPGC will notify any family found to be in non-compliance of the following:

- The family member has been determined to be in noncompliance
- That the determination is subject to the grievance procedure, and
- That unless the family member enters into an agreement to comply, the lease will not be renewed or will be terminated.

OPPORTUNITY FOR CURE:

- The HAPGC will offer residents an opportunity to enter into an agreement if participant performs less than 8 hours community service for three months
- The agreement shall state that the resident agrees to contribute to community service for, as many hours needed to comply with the requirement over the past 12-month period
- Residents are entitled to a HAPGC grievance procedure.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

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

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

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

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

Kimberly Gardens

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)
Electronic surveillance through individual TV imaging at 1100 Owens Road and Cottage City Towers.

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

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)

1100 Owens Road
Kimberly Gardens
Marlborough Towne

C. Additional information as required by PHDEP/PHDEP Plan

(Under the FY2003 Plan – PHDEP Plan is No Longer Required, Subcomponent 13D)

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

PHDEP Grant was closed.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

PET POLICY:

Upon HUD approval of the Plan, the Authority will implement a pet policy for families who live in public housing. The residents must maintain the pet in the public housing development subject to the following requirements:

REGISTRATION:

Request to own a pet. The resident must make a written request to the Authority to own a pet. A fee of \$125.00 is required with the request. One hundred twenty-five dollars (\$125.00) is a security pet deposit. When the tenant terminates the lease, they will be reimbursed the \$125.00 less the cost of pet related damages to the unit or defleaing or sanitizing the unit or yard. The registration must include:

1. A certificate, signed by a state licensed veterinarian or local authority empowered to inoculate animals, stating that the pet has received all inoculations required by applicable State and local laws
2. Proof that a dog or cat has been spayed or neutered
3. Proof that a flea control program is being maintained, and
4. Picture of animal.

EXCLUSIONS FOR PET OWNERSHIP:

- Attack dog
- Guard dog
- Exotic animal
- Vicious animal
- Wild animal

RESTRICTIONS:

1. Pet ownership is restricted to one dog or cat per household
2. The adult weight of a dog or cat must not exceed 25 pounds
3. Birds must not be allowed to fly around the apartment, they must remain caged except when owners are cleaning or changing cages
4. Fish aquariums shall not exceed 15 gallons in weight
5. Pets are not allowed to roam the property unattended. When they are outside of the unit, they must be controlled by their owner on a leash or in a carrier.

6. Pets are restricted from the common areas of the building, except for entering and leaving the building under control of the owner. At each site, the common areas in which pets are restricted will be prominently posted. These areas may include the following:
 - a. elevators
 - b. hallways
 - c. laundry room
 - d. community room
 - e. lobby
 - f. dining room
 - g. kitchen
 - h. stairwells
 - i. offices
 - j. gardens, park areas, building grounds
 - k. reception/sitting areas
7. Pets other than those registered to tenants are not allowed in the building. This specifically excludes visitors or guests from bringing pets into the building.
8. Residents are prohibited from “keeping or harboring” unregistered pets in their units.
9. Pets may not be left unattended for more than 24 hours at a time. If the Authority determines that pets are left unattended for more than this time period, by virtue of the voluntary or involuntary absence of the pet owner, the Authority will contact the Humane Society or the Animal Control Facility to notify them of the presence and condition of the unattended animal. Their recommendation regarding care, attendance or disposition of the animal will prevail. The Authority accepts no responsibility or liability for pet or decision regarding removal.

PET OWNERS RESPONSIBILITIES:

1. Owners must take care to ensure that pets registered to their care do not contribute to the spread of disease or unsanitary conditions. Apartments must be kept clean and free of pet odors at all times.
2. The Authority will designate specific areas at each site where dogs may be curbed. The site will be prominently posted. Residents are free to take dogs off-site for curbing. Pet owners are responsible for cleaning up the waste left by their pets at the curbing site. Waste must be put in plastic bags, tied and placed in receptacles provided at the curbing site. Under no circumstances should animal waste be brought back into the building.
3. Cat owners must change litter boxes daily. Litter is not to be flushed down the toilet or deposited in sinks or drains in the unit. It must be placed in sealed plastic trash bags.

End Pet Policy

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.) *Single Audit Not Completed Yet.*
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? (NA)
If yes, how many unresolved findings remain? 0
5. Yes No: Have responses to any unresolved findings been submitted to HUD? (NA)
If not, when are they due (state below)? (NA)

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)
 - Contract HQS/UPCS inspections
 - Explore possible sale of public housing.
 - Train staff in Asset management
 - PHA Outsource Janitorial and Maintenance Services
 - New Automated Computer System and Software for LIPH and Section 8
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:

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)

PUBLIC HEARING

Notice of the Public Hearing was advertised in the Prince George's County Sentinel, the newspaper of general distribution. The hearing was held on February 20, 2009.

PERFORMANCE AND EVALUATION REPORT

RESIDENT CONSULTATION

Consultation with the Residents' Advisory Board (RAB) - the PHA actively supports and encourages Resident participation in the operation of the Public Housing Program. In furtherance of this goal, extensive consultation and development of the Plan were conducted with the RAB. A summary of pertinent comments of that group with responses by the PHA follows:

Staff in attendance at the meetings included: Alvin Coley, Property Manager, Beverly Saunders, Resident Services Director, and Elaine Watson, Modernization Coordinator.

Requirements of fund obligations, expenditures and the appropriate timetables were explained to the RAB. Funds remain in fiscal years, 2006, 2007, and 2008. Residents were given an account of funds and work items and an update on timetables for obligation and expenditures on all open grants.

CFP FY 2004 - Closed.

CFP FY 2005 - Closed.

CFP FY 2006 - Obligated, but not expended.

CFP FY 2007 - Open

CFP FY 2008 - Open

RESIDENTS ADVISORY BOARD COMMENTS (RAB)

Resident comments are as follows:

-
- **Comment:** Residents wanted to know when construction for parking at Rollingcrest would start.

Response: Residents of Rollingcrest Village were pleased to learn that plans were underway to repave and reconfigure existing areas to include additional parking on Sargent Road and Chillum Road sides of the property.

- **Change to the Plan:** Not applicable.
-

Comment: Residents inquired about parking permit options for tenants. They stated that in many instances they are unable to park close to the building because of guest.

Response: The Authority will go to parking decals to be placed on tenants' vehicles. Guests will continue to get parking permits. This will also mean strict enforcement. When possible, the Authority will also designate areas for Visitors. Residents, will be required to sign new vehicle registration forms in order to ascertain new decals. The Authority will not designate private parking.

- **Change to the Plan:** Not applicable.

- **Comment:** Residents at Marlborough Towne, Cottage City Towers, Kimberly Gardens and Rollingcrest Villages had a common interest regarding updating site signage.

- **Response:** Replacement of site signs at the above sites is included in the modernization plan. Signs have been designed for the four (4) properties. Construction is expected to begin FY 2009.

- **Change to the Plan:** Not applicable.

- **Comment:** Residents were informed of the Authority's need to update Maintenance and Utility Fees. It has been several years since labor charges had been updated. Changes needed because of rising service costs and recent increases by local utility companies.

- **Response:** Residents did not appear overly concerned by the information since they were told that charges would reflect actual cost for time and materials.

- **Change to the Plan:** Not applicable.

Written notification will be sent to the RAB noting how the PHA handled comments received during the consultation process.

RESIDENTS' ADVISORY BOARD
of
February 13, 2009

Sophia Johnson	1100 Owens Road
Reaner Graham	1100 Owens Road
Sophia Morrison	1100 Owens Road
LaVerne Grant	1100 Owens Road
Gloria Ford	Cottage City Towers
Sonja Russell	Cottage City Towers
Patricia Scott	Cottage City Towers
Barbara Peoples	Cottage City Towers
Rosalyn Hawkins	Cottage City Towers
Delvinia Pinkney	Marlborough Towne
Cherice Shannon	Marlborough Towne
Shirley Brown	Marlborough Towne
John Woods	Marlborough Towne
Shirley Newman	Rollingcrest Villages
Lorraine Terry	Rollingcrest Villages
Delores Doggett	Rollingcrest Villages
Phyllis Carroll	Rollingcrest Villages

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)
Commissioner (Resident) nominated by the Head of the Local Government

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)
Nomination by Head of the Local Government

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)
Nominated By the County Executive – Confirmed by County Council

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: **Prince George’s County, Maryland**
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)
- Other: (list below)

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

Shared goals, Objectives and Strategies.

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.

Attachment B
HOUSING AUTHORITY OF PRINCE GEORGE'S COUNTY
(PUBLIC HOUSING)
ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)
AMENDMENTS

ACOP AMENDMENTS:
AMENDMENTS TO THE ADMISSIONS AND OCCUPANCY POLICY

PHA Policies Governing Eligibility, Selection, and Admissions
Public Housing Screening for Admission

When the applicant's criminal history shows probation/parole is involved, the seven (7) year criminal record search period will begin ***after the required period of probation/parole has been satisfied. Probation before judgment (PBJ) and stets will count as criminal activity.***

2.0- Reasonable Accommodation

A referral will be made to the Section 8 Program for voucher issuance, when applicants for admission to, or current occupants at Marlborough Towne or Kimberly Gardens require a "reasonable accommodation" that cannot be made in the public housing inventory. In the case of applicants, their place on the public housing waiting list transfers to the same position on the Section 8 list.

8.5- Credit Screening Policy

Applicant information- decrease from (3) three years to two (2) years the time period that will be reviewed as part of the screening process. The Authority will not count on "time payment history" and negative credit history for student loans, medical bills, settled/satisfied judgments, voluntary repossessions and foreclosures, and overpayments on public benefits (unless result of fraud) or tax liens. Additionally, the Authority will increase from \$200.00 to \$500.00 the amount excluded for phone bills, cable, any debts/judgments with the exception of returned checks.

12.0 – Verification

Federal Fraud Statements will be included as part of all Third-Party Verifications for applicants'/residents' employment.

13.3 – Minimum Rent

Increase the minimum rent from \$50.00 to the greater amount of \$60.00 or one-third of gross adjusted income.

15.7 – Special Re-examinations

If a resident quits/resigns employment without “good cause” that results in a reduced household income, at the Housing Authority’s discretion, the tenant may be held at current rent for a ninety (90) day period before performing an interim re-certification. A “good cause” determination will be evaluated against the standard of meeting any of the following: qualifying for Unemployment Insurance, the Family Medical Leave Act, Americans with Disability Act and Workers’ Compensation.

15.8 – Effective Date of Rent Changes Due to Interim or Special Re-examinations

When residents have committed program fraud that result in underpayment of rent, when discovered, the Housing Authority **will not** extend or grant a thirty (30) day notice for any resulting increase. All increases will be retroactive and effective to the date that program fraud was determined. Rent will take effect on the 1st day of the following month. When tenants fail to comply with the requirement to meet the HUD deadline for providing information to process reexamination within the 120 day period allowed, market rate rent based on unit size will be imposed. It will take effect on the anniversary date at which rent change is due. When and if tenant complies, retroactive rent credits will not be given. Rent will return to income based standard, the 1st of the month following the completion of the reexamination.

16.4 - Processing Transfers

Upon offer and acceptance of a unit, a tenant family will execute a new lease. The tenant will be refunded the security deposit on the unit being vacated and a new security deposit will be collected on the new unit being occupied. This process will be completed within two (2) days of a family being informed the unit is ready to rent. They will be allowed seven (7) days to complete the transfer and will be responsible for paying rent at the old unit as well as the new unit for any period of time they have possession of both. The prorated rent and other charges (key deposit and new security deposit) must be paid at the time of lease execution.

Attachment B

SCHEDULE OF FEES EFFECTIVE: July 1, 2009

The following is the schedule of charges for repairs made to units because of
TENANT DAMAGES / NEGLIGENCE.

Labor Charges	Days	Hours
\$19.35	Monday – Friday	8:00 a.m. – 5:00 p.m.
\$29.02	Monday – Friday and <i>ALL</i> day Saturday	After 5:00 p.m. and anytime on Saturday
\$38.70	Sundays and Holidays	24 hours
Materials used in repairs are assessed at the ACTUAL COST of the materials.		

LOCK OUT FEES

Lost Card Key Replacement \$7.00

Lost Unit Door Key \$15.00

Lockouts (after business hours) \$45.00

DOOR LOCK / HARDWARE REPLACEMENT FEES

Actual cost for charges associated with lock replacement plus labor. This includes:
cost for keys, cylinders, and other hardware modifications

BULK TRASH PICK-UP

Bulk Trash Pick Up	-----	\$50.00 Per Pick-Up Truck Load / Partial Includes trashing of vacant units
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SCHEDULE OF FEES
EFFECTIVE: July 1, 2009

CLEANING OF APPLIANCES

Actual cost for time and materials.

Refrigerator	Minimum	\$50.00
Stove	Minimum	\$50.00
Rangehood	Minimum	\$50.00

Community Room Usage Fee

Site	Rental Fee Non-Refundable	Security Deposit
1100 Owens Road	\$115.00	\$115.00
Cottage City Towers	\$115.00	\$115.00
Marlborough Towne	\$100.00	\$100.00
Kimberly Gardens	\$75.00	\$75.00
Rollingcrest Village	\$75.00	\$75.00

SCHEDULE OF FEES
EFFECTIVE: October 1, 2009

APPLIANCE SURCHARGE

Freezers	Surcharge Per Month \$9.15
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SCHEDULE OF FEES
EFFECTIVE: October 1, 2009

<u>Kimberly Gardens</u>				
Air Conditioning Surcharges				
Unit Types				
INTERIOR – Attached 2 Walls Exposed				
HAPGC	Monthly Dollar Allowances			
Air Conditioning Central Electrical	2 BR	3BR	3BR (With Loft)	4 BR
	\$34.14		\$40.98	\$42.21
EXTERIOR – Attached 3 Walls Exposed				
Air Conditioning Central Electrical	2 BR	3BR	3BR (With Loft)	4 BR
			\$43.74	\$48.25

<u>Marlborough Towne</u>				
Air Conditioning Surcharges				
Unit Types				
INTERIOR – Attached 2 Walls Exposed				
HAPGC	Monthly Dollar Allowances			
Air Conditioning Central Electrical	2 BR	3BR	3BR (With Loft)	4 BR
	\$35.62	\$44.15		
EXTERIOR – Attached 3 Walls Exposed				
Air Conditioning Central Electrical	2 BR	3BR	3BR (With Loft)	4 BR
	\$37.23			

The Housing Authority will undertake a study in FY 2009 to determine if it is financially feasible to convert to individually metered services to residents.

Certifications and other documents not transmitted electronically include:

*Transmittal letter to Mr. Palman, Director Public Housing Division, HUD
Housing Authority of Prince George's County Resolution
PHA Certifications of Compliance
Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan
Certification Regarding Lobbying
Certification for a Drug-Free Workplace
Certification of Payments to Influence Federal Transactions form HUD 50071 ☺*

Documents listed above are submitted to the Washington DC field office in hardcopy.

*End – Agency Plan for 2009 - Tenth Year Annual Plan
Transmission Date: 04/17/2009 - Resolution Number LHA – 1230*

Part I: Summary	
PHA Name: Housing Authority of Prince George's County	Grant Type and Number Capital Fund Program Grant No: MD39P015501-09 Replacement Housing Factor Grant No: Date of CFFP:
FFY of Grant: 2009 FFY of Grant Approval:	

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

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	40,000.00			
3	1408 Management Improvements	30,000.00			
4	1410 Administration (may not exceed 10% of line 21)	50,000.00			
5	1411 Audit	2,000.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	24,665.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	237,926.24			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary					
PHA Name: Housing Authority of Prince Georges County	Grant Type and Number Capital Fund Program Grant No: MD39P015501-09 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:2009 FFY of Grant Approval:			
Type of Grant					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	115,838.76			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	500,430.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	192,926.24			
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

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.

Part II: Supporting Pages								
PHA Name: Housing Authority of Prince George's County		Grant Type and Number Capital Fund Program Grant No: MD39P015501-09 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2009			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
MD 15-2	Replace Trash Compactor System	1460	1	45,000.00				
MD15-2	Replace Domestic Water Lines in Crawl Spaces	1460	1	26,926.24				
MD 15-2	Install Energy Efficient Fixtures.	1460	123	25,000.00				
MD15-2	Replace Select Unit Entrance Doors	1460	8	8,000.00				
MD15-3	Install Energy Efficient Water Heaters	1460	64	30,000.00				
MD15-3	Add Insulation in Attics	1460	63	25,000.00				
MD15-4	Add Insulation in Attics	1460	50	30,000.00				
MD15-6	Replace Select Unit Entrance Doors	1460	8	8,000.00				
MD15-7	Replace Select Furnances	1460	12	40,000.00				

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

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Housing Authority of Prince Georges County					Federal FFY of Grant: 2009
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA-WIDE	6/13/2009	6/13/20011	6/13/20013	6/13/20013	
MD15-2					
MD15-3					
MD15-4					
MD15-6					
MD15-7					

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

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

PHA Name: Housing Authority of Prince George's County	Grant Type and Number Capital Fund Program Grant No: MD39P015501-08 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	10,000.00			
3	1408 Management Improvements	25,500.74			
4	1410 Administration	49,531.00			
5	1411 Audit	2,000.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs/Physical Needs Assessment	45,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	20,000.00			
10	1460 Dwelling Structures	206,259.50			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	26,300.00			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service	115,838.76			
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

James E. Johnson, Acting Director: _____ Date: _____

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

PHA Name: Housing authority of Prince George' County		Grant Type and Number Capital Fund Program Grant No: MD39P015501-08 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operating Fund			10,000.00				
	Subtotal 1406	1406		10,000.00				
PHA-Wide	Management improvement	1408		25,500.74				
	Subtotal 1408			25,500.74				
	<u>Administration</u>							
PHA-Wide	Modernization Coordinator	1410		49,531.00				
	Subtotal 1410			49,531.00				
PHA-Wide	Audit	1411		2,000.00				
	Subtotal 1411			2,000.00				
	<u>Fees and Costs</u>							
PHA-Wide	Architectural and Engineering Fees	1430		45,000.00				
	Subtotal 1430			45,000.00				
PHA-Wide	Debt Services	1501		115,838.76				
	Subtotal 1501			115,838.76				

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

PHA Name: Housing authority of Prince George' County		Grant Type and Number Capital Fund Program Grant No: MD39P015501-08 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MD 15-2	Expand sprinkler system in basement	1460		30,000.00				
MD 15-2	Replace Energy Call Switches	1460		15,000.00				
MD15-2	Replace Ceiling in boiler Room	1460		80,000.00				
MD15-2	Replace fascia Flashings Gutters and Downspouts on Front Canopy	1450		20,000.00				
MD15-2	Replace In-Line Riser Gate Valves with Ball Valves	1460		20,000.00				
MD15-2	Replace Basement Doors Maintenance Room	1460		20,000.00				
MD 15-4	Expand Sprinkler System in Community room and Office	1460		31,259.50				
MD15-7	Replace Chimney Flues	1470		26,300.00				
MD15-7	Install Thresholds in Units to Meet 504	1460		10,000.00				
Grand Total		500,430.00						

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

PHA Name Prince George's County Housing Authority		Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2009 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2010 PHA FY: 2011
PHA-Wide	Annual Statement				
MD15-2					
MD15-3					
MD15-6					
MD15-7					
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

Note: All line items may vary depending on the actual funding awarded for each fiscal year.

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year: 2 FFY Grant: 2007 PHA FY: 2008			Activities for Year: 3 FFY Grant: 2008 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See		<u>Operations – 1406</u>			<u>Operations - 1406</u>	
Annual	PHA-Wide	Operating Fund	10,000.00	PHA-Wide	Operating Fund	10,000.00
		Subtotal 1406	10,000.00		Subtotal 1406	\$10,000.00
	PHA-Wide	<u>Management Improvements - 1408</u>	25,000.00	PHA-WIDE	Management Improvement -1408	25,000.00
		Subtotal 1408	25,000.00		Subtotal 1408	25,000.00
		<u>Administration – 1410</u>			<u>Administration – 1410</u>	
	PHA-Wide	Modernization Coordinator	49,531.00	PHA-Wide	Modernization Coordinator	49,531.00
		Subtotal 1410	49,531.00		Subtotal 1410	49,531.00
	PHA –Wide	<u>Audit –1411</u>	2,000.00		<u>Audit -1411</u>	2,000.00
		Subtotal 1411	2,000.00		Subtotal 1411	2,000.00
		<u>Fees and Costs – 1430</u>			<u>Fees and Costs – 1430</u>	
	PHA-Wide	Fees and Costs	45,000.00	PHA-Wide	Fees and Costs	45,000.00
		Subtotal 1430	45,000.00		Subtotal 1430	45,000.00
		<u>Site Improvement – 1450</u>			<u>Dwelling Structures – 1460</u>	
	MD15-2 Owens Road	Install Storm Water System in Front of Building Replace Domestic Water lines in Crawl Spaces	69,100.00 35,000.00	MD 15-3	Correct Underground Water Leaks, Replace Asphalt and Concrete Install Energy Efficient Window Covers Replace Select Furnaces	50,000.00 25,000.00 30,000.00
	MD15-2	Replace Individual Gas Lines in In units Environmental Study Replace Interior Lighting	25,000.00 20,000.00 25,000.00	MD15-4	Provide Additional Sprinkler System Install Energy Efficient Window Covers Replace Siding	10,000.00 30,000.00 100,000.00
	MD15-6	Replace Sewer Lines Replace Trash Compactors and Dumpsters Seal and Caulk Window Seals and Frames	38,000.00 35,000.00 30,000.00	MD15-6 MD15-7	Replace Sewer Lines Replace Siding	80,000.00 100,000.00
		Total CFP Estimated Cost	408,631.00		Total CFP Estimated Cost	556,531.00

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

Activities for Year 1	Activities for Year: 2 FFY Grant: 2007 PHA FY: 2008			Activities for Year: 3 FFY Grant: 2008 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See		<u>Site Improvements 1450</u>			<u>Dwelling Structures 1460</u>	
	MD15-2	install security system and camera	20,000.00	MD15-3	Provide Main water cut off valves Replace 16 Unit Entry Doors Construct Site Signage Replace Water Heaters with Energy Efficient Systems Replace Front Fences	20,000.00 16,000.00 25,000.00 8,000.00
		Replace Phone Lines in Building Renovate Kitchens in Units Replace emergency call switches Install Window Treatments Renovate Bathrooms in Units	10,000.00 30,000.00 20,000.00	MD15-3	Renovate Kitchens Replace sidewalks/handicap ramps Install Energy Efficient Window Covers Replace Siding Replace Flooring in Community Room	25,000.00 25,000.00 30,000.00 70,000.00 5,000.00
		Replace concrete steps and hand railings in front of building	25,000.00	MD15-2	Provide Additional Sprinkler System	20,000.00
	MD15-4	Install Energy Efficient Covers Replace Windows with Energy Efficient Windows Replace Siding	30,000.00 100,000.00 100,000.00			
		Total CFP estimated cost	335,000.00		Total CFP estimated cost	244,000.00

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

Activities for Year : 4 FFY Grant: 2009 PHA FY: 2010			Activities for Year: 5 FFY Grant: 2010 PHA FY: 2011		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	<u>Operations - 1406</u>			<u>Operations - 1406</u>	
PHA-Wide	Operating Fund	10,000.00	PHA-Wide	Operating Fund	10,000.00
	Subtotal 1406	10,000.00		Subtotal 1406	10,000.00
PHA – Wide	Management Improvement 1408	25,000.00		Management Improvement 1408	25,000.00
	Subtotal 1408	25,000.00			
	<u>Administration - 1410</u>			<u>Administration - 1410</u>	
PHA-Wide	Modernization Coordinator	49,531.00	PHA-Wide	Modernization Coordinator	49,531.00
	Subtotal	49,531.00		Subtotal 1410	49,531.00
			PHA-Wide	Fiscal Assessment	60,000.00
	<u>Fees and Costs – 1430</u>			<u>Dwelling Equipment – 1460</u>	
PHA-Wide	Fees and Costs	45,000.00	MD 15-3 Marlborough Town	Replace bi-fold doors Replace Appliances	50,000.00
MD15-6	Renovate Kitchens in Units	30,000.00	MD 15-6	Replace Mail Boxes	3,000.00
	Install Energy Efficient Windows	30,000.00		Replace Trash Room Doors	18,000.00
	Replace Roof Top HVAC Units	70,000.00		Replace Phone Lines	50,000.00
	Install Energy Efficient Thermostat	25,000.00			
	Replace Trash Compactor	36,000.00			
	Renovate Bathrooms in Units	50,000.00			
	<u>Dwelling Structures - 1460</u>				
MD 15-2 Owens Road	Replace Emergency Call Switches	50,000.00	MD 15-4 Kimberly Gardens	Replace bi fold doors	50,000.00
	Replace Ceiling in Boiler Room and Common areas in basement	50,000.00		Replace concrete sidewalks	85,000.00
				Replace bathroom floors & Vanities	80,000.00
MD 15-2	Replace shut-off valves –Ball	72,483.00	MD 15-7 Rollingcrest Village	Install thresholds in units to meet 504.	10,000.00
	Subtotal 1460				
MD 15 –3	Replace Appliances	20,000.00	MD 15-4	Replace Appliances	25,000.00
Total CFP Estimated Cost		563,014.00			515,531.00

Note: All line items may vary depending on the actual funding awarded for each fiscal year.

Part I: Summary						
PHA Name/Housing Authority of Prince George's			Locality (City/County & State) 9400 Peppercorn Place, Suite 200, Largo, Maryland		<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2009	Work Statement for Year 2 <u>FFY 2210</u>	Work Statement for Year 3 <u>FFY 2011</u>	Work Statement for Year 4 <u>FFY 2012</u>	Work Statement for Year 5 FFY 2013
B.	Physical Improvements Subtotal	Annual Statement	237,926.24			
C.	Management Improvements		30,000.00			
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		50,000.00			
F.	Other		26,665.00			
G.	Operations		40,000.00			
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service		115,838.76			
K.	Total CFP Funds		500,430.00			
L.	Total Non-CFP Funds					
M.	Grand Total					

Part I: Summary (Continuation)						
PHA Name/Number Prince George's County Government		Locality (City/county & State) 9400 Peppercorn Place, Suite 200, Largo, Maryland 20774			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement 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	Work Statement for Year 5 FFY 2013
		Annual Statement				
	MD15-2 Owens Road					
	MD15-3 Marlborough Towne					
	MD15-4 Kimberly Garden					
	MD15-6 Cottage City Towers					
	MD15-7 Rolling crest Village					

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2009	Work Statement for Year <u>2</u> FFY 2010			Work Statement for Year: 2 FFY 2010		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	MD15-2 Owens Road			MD15-4 Kimberly Gardens		
Annual	Install Storm Water System in Front of Building Install Domestic Water Lines in Crawl Spaces Install Individual Gas Lines in Units Conduct Environmental Study Replace Interior Lighting	1 18 123 1 123	69,100.00 35,000.00 25,000.00 20,000.00 50,000.00	Correct Underground Water Leaks, Asphalt, and Concrete	1	50,000.00
Statement	MD15-3 Marlborough Towne			MD15-6 Cottage City Towers		
	Install Energy Efficient Window Covers Replace Select Furnaces	252 10	25,000.00 30,000.00	Replace Trash Compactor and Dumpsters	1	36,000.00
	Add Attic Insulation Blown	63	25,000.00	MD15-7 Rolling crest Village		
	Correct Underground Water Leaks, Replace Asphalt, and Concrete	1	50,000.00	Install New Siding Insulate Hot Water Pipes	42 40	100,000.00 2,800.00
	MD15-4 Kimberly Gardens			Replace Entrance Doors And Storm Doors	40	76,000.00
	Install Energy Efficient Window Covers	300	30,000.00			
	Install New Siding	53	100,000.00			
	Subtotal of Estimated Cost		459,100.00			264,800.00

Part II: Supporting Pages – Physical Needs Work Statement(s)

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY _____	Work Statement for Year <u>2010</u> FFY 2009		Work Statement for Year: 2011 FFY 2009	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
Annual Statement	PHA –WIDE – ID SYSTEM	3,000.00	MD 15-4 Rollingcrest Village	
			Copier/Fax	1,700.00
	MD 15-2 Owens Road		Digital Camera	250.00
	Copier/Fax	1,700.00	Computer	2,200.00
	Digital Camera	250.00		
	Computer	2,200.00	Training	6,250.00
	MD15-6 – Cottage City Towers			
	Copier/Fax	1,700.00		
	Digital Camera	250.00		
	Computer	2,200.00		
	MD15-4 Kimberly Gardens			
	Copier/Fax	1,700.00		
	Digital Camera	250.00		
	Computer	2,200.00		
	MD15- 3 Marlborough Town			
	Copier/Fax	1,700.00		
	Digital Camera	250.00		
	Computer	2,200.00		
	Subtotal of Estimated Cost	\$19,600.00	Subtotal of Estimated Cost	\$10,400.00

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY _____	Work Statement for Year 2012 FFY 2009		Work Statement for Year: 2013 FFY 2009	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual				
Statement				
	Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Prince George's County		Grant Type and Number Capital Fund Program Grant No: MD39PO15501-07 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007
Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement) 03.11.08 EW <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	331,373.00	495,335.00		
2	1406 Operations	9,000.00	10,000.00	10,000.00	
3	1408 Management Improvements	42,488.00	25,000.00	25,000.00	
4	1410 Administration	21,244.00	49,531.00	49,531.00	
5	1411 Audit	1,500.00	2,000.00	2,000.00	
6	1415 Liquidated Damages				
7	1430 Fees and Costs	29,000.00	45,000.00	45,000.00	
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	109,212.24	246,300.24	246,300.24	51,456.60
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service	118,928.76	117,503.76	28,808.13	
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	331,373.00	495,335.00		
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Housing authority of Prince George' County			Grant Type and Number Capital Fund Program Grant No: MD39PO15501-07 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operating Fund			9,000.00	10,000.00			
	Subtotal 1406	1406		9,000.00	10,000.00			
PHA-Wide	Management improvement	1408		42,488.00	25,000.00	25,000.00		
	Subtotal 1408			42,488.00	25,000.00			
	<u>Administration</u>			21,244.00	49,531.00	49,531.00		
PHA-Wide	Modernization Coordinator	1410						
	Subtotal 1410			21,244.00	49,531.00			
PHA-Wide	Audit	1411		1,500.00	2,000.00	2,000.00		
	Subtotal 1411			1,500.00	2,000.00			
	<u>Fees and Costs</u>							
PHA-Wide	Architectural and Engineering Fees	1430		29,000.00	45,000.00	45,000.00	45,000.00	
	Subtotal 1430			29,000.00	45,000.00			
PHA-Wide	Debt Services	1501		118,928.76	117,503.76	117,503.76	28,808.13	
	Subtotal 1501			118,928.76	117,503.76			

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Housing authority of Prince George' County			Grant Type and Number Capital Fund Program Grant No: MD39PO15501-07 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>Site Improvements</u>							
MD15-2	Replace roofs over both stairwells	1450		10,000.00	35,000.00			
MD15-2	Replace concrete slab rear building	1450		26,586.00		26,586.00		50% completed
	Subtotal 1450			36,586.00	35,000.00			
MD15-2	Install security system and cameras	1460		7,000.00				
	Replace Boiler room mixing valve	1460		2,500.00	2,500.00	2,500.00	2,500.00	Completed
	Subtotal 1475			9,500.00	2,500.00			
MD15-6	Replace fire exit doors	1460		1,200.00	8,500.00	8,500.00	8,500.00	Completed
MD 15-6	Caulk Exterior of Building	1460		8,000.00	50,000.00			
MD15-6	Replace two hot water tanks	1460		8,000.00	20,000.00	20,000.00		Completed
MD15-6	Install security system and cameras	1460		6,800.00	7,000.00	7,000.00		
	Subtotal							
MD15-3	<u>Replace asphalt parking lot and re-stripe</u>	1450		0	56,024.24			
MD15-7	Replace community room doors	1460		1,500.00	8,690.00	8,690.00	8,690.00	Completed
MD15-3	Replace Sidewalks/handicap ramps	1450		0	25,000.00	25,000.00		
	Subtotal							
	Grand Total							

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Prince George's County Housing Authority					Original 5-Year Plan <input type="checkbox"/> Revision No:
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2009 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2010 PHA FY: 2011
PHA-Wide	Annual Statement				
MD15-2					
MD15-3					
MD15-4					
MD15-6					
MD15-7					
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

Note: All line items may vary depending on the actual funding awarded for each fiscal year.

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year: 2 FFY Grant: 2007 PHA FY: 2008			Activities for Year: 3 FFY Grant: 2008 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See		<u>Operations – 1406</u>			<u>Operations - 1406</u>	
Annual	PHA-Wide	Operating Fund	\$9,000.00	PHA-Wide	Operating Fund	9,000.00
		Subtotal 1406	\$9,000.00		Subtotal 1406	\$9,000.00
	PHA-Wide	<u>Management Improvements - 1408</u>	42,488.00	PHA-WIDE	Management Improvement -1408	42,488.00
		Subtotal 1408	42,488.00		Subtotal 1408	42,488.00
		<u>Administration – 1410</u>			<u>Administration – 1410</u>	
	PHA-Wide	Modernization Coordinator	\$21,244.00	PHA-Wide	Modernization Coordinator	\$21,244.00
		Subtotal 1410	\$21,244.00		Subtotal 1410	\$21,244.00
	PHA –Wide	<u>Audit –1411</u>	1,500.00		<u>Audit -1411</u>	1,500.00
		Subtotal 1411	1,500.00		Subtotal 1411	1,500.00
		<u>Fees and Costs – 1430</u>			<u>Fees and Costs – 1430</u>	
	PHA-Wide	Fees and Costs	\$29,000.00	PHA-Wide	Fees and Costs	\$29,000.00
		Subtotal 1430			Subtotal 1430	\$29,000.00
		<u>Site Improvement - 1450</u>			<u>Dwelling Structures – 1460</u>	
	MD15-2 Owens Road	Assess and Correct Water Infiltration In Basement	45,000.00	MD15-2	Replace Interior Lighting	25,000.00
		Replace Dumpers	12,000.00	MD15-2	Replace Apron and Driveway	30,000.00
		Replace roofs over stairwells	10,000.00	MD15-6	Replace two hot water tanks	8,000.00
		Install security system and camera	7,000.00	MD15-6	Install security system and cameras	6,800.00
		Replace drainage system laundry room	6,000.00	MD15-3	Replace community room doors	1,500.00
		Replace boiler room mixing valve	2,500.00	MD15-3	Replace community room furnaces and ducts	8,500.00
		Total CFP estimated cost	185,732.00		Total CFP estimated cost	183,032.00

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year : 4 FFY Grant: 2009 PHA FY: 2010			Activities for Year: 5 FFY Grant: 2010 PHA FY: 2011		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	<u>Operations - 1406</u>			<u>Operations - 1406</u>	
PHA-Wide	Operating Fund	\$9,000.00	PHA-Wide	Operating Fund	\$9,000.00
	Subtotal 1406	\$9,000.00		Subtotal 1406	\$9,000.00
PHA – Wide	Management Improvement 1408	42,488.00		Management Improvement 1408	42,488.00
	<u>Administration - 1410</u>			<u>Administration - 1410</u>	
PHA-Wide	Modernization Coordinator	\$21,244.00	PHA-Wide	Modernization Coordinator	\$21,244.00
	Subtotal	\$21,244.00		Subtotal 1410	\$21,244.00
			PHA-Wide	Fiscal Assessment	20,000.00
	<u>Fees and Costs – 1430</u>			<u>Dwelling Equipment – 1460</u>	
PHA-Wide	Fees and Costs	\$29,000.00.	MD 15-3 Marlborough Town	Replace bi-fold doors	50,000.00
	Subtotal	\$29,000.00		Replace concrete sidewalks	70,000.00
	<u>Dwelling Structures - 1460</u>				
MD 15-2 Owens Road	Replace Emergency Call Switches	50,000.00	MD 15-4 Kimberly Gardens	Replace bi fold doors	50,000.00
	Replace shut-off valves –Ball	72,483.00	MD 15-7 Rollingcrest Village	Build Storage Sheds	38,000.00
	Subtotal 1460	\$72,483.00			
MD 15 –3	Replace Appliances	20,000.00	MD 15-4	Replace Appliances	25,000.00
	Total CFP Estimated Cost	244,215.00			325,732.00

Note: All line items may vary depending on the actual funding awarded for each fiscal year.

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

PHA Name: Housing Authority of Prince George's County	Grant Type and Number Capital Fund Program Grant No: MD39PO15501-06 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement) Revised 03.11.08 emw
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	350,953.00			
2	1406 Operations	10,000.00		10,000.00	168.00
3	1408 Management Improvements	23,580.00		23,580.00	23,580.00
4	1410 Administration	21,589.00		21,589.00	21,589.00
5	1411 Audit	1,500.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	29,000.00		29,000.00	29,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement	81,586.24		81,586.24	51,018.00
10	1460 Dwelling Structures	62,769.00		62,769.00	52,319.50
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service	118,928.76		118,928.76	118,928.76
20	1502 Contingency	2,000.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	350,953.00	350,953.00		
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Housing authority of Prince George' County			Grant Type and Number Capital Fund Program Grant No: MD39PO15501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operating Fund			10,000.00		10,000.00	168.00	
	Subtotal 1406	1406		10,000.00				
PHA-Wide	Management improvement			23,580.00		23,580.00	23,580.00	
	Subtotal 1408							
	<u>Administration</u>			21,589.00		21,589.00	21,589.00	
PHA-Wide	Modernization Coordinator	1410						
	Subtotal 1410			21,589.00				
PHA-Wide	Audit			1,500.00				
	Subtotal 1411			1,500.00				
	<u>Fees and Costs</u>							
PHA-Wide	Architectural and Engineering Fees	1430		29,000.00		29,000.00	29,000.00	
	Subtotal 1430			29,000.00				
PHA-Wide	Debt Services			118,928.76		118,928.76	118,928.76	
	Subtotal 1501			118,928.76				
PHA-Wide	Contingency			2,000.00				
	Subtotal 1502			2,000.00				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Housing authority of Prince George' County			Grant Type and Number Capital Fund Program Grant No: MD39PO15501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Fees and Cost/Physical Needs Assessment/504 Assessment	1430		29,000.00		29,000.00	29,000.000	Complete
	Site Improvements							
MD 15-3	Roof and Gutter Replacement	1450		44,000.00				
MD 15-4	Roof and Gutter Replacement	1450		37,586.24				
	Subtotal 1450			81,586.24		81,586.24	51,018.00	50% comp
MD 15-2	Dwelling Structures	1460						
	Replace shut off-valves -Ball			62,769.00		62,769.00	52,319.50	80% comp.
	Subtotal 1460			62,769.00				
	Non-Dwelling Equipment							
PHA-Wide								
	Subtotal 1475							
	Debt Service							
PHA-Wide	Repayment of Bond	1501		118,928.76		118,928.76	118,928.76	
	Subtotal 1501			118,928.76				
	Capital Fund Program Grant Total			350,953.00	350,953.00			

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Prince George's County Housing Authority					Original 5-Year Plan <input type="checkbox"/> Revision No:
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2009 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2010 PHA FY: 2011
PHA-Wide	Annual Statement				
MD15-2					
MD15-3					
MD15-4					
MD15-6					
MD15-7					
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

Note: All line items may vary depending on the actual funding awarded for each fiscal year.

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year: 2 FFY Grant: 2007 PHA FY: 2008			Activities for Year: 3 FFY Grant: 2008 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See		<u>Operations – 1406</u>			<u>Operations - 1406</u>	
Annual	PHA-Wide	Operating Fund	\$10,000.00	PHA-Wide	Operating Fund	10,000.00
		Subtotal 1406	\$10,000.00		Subtotal 1406	\$10,000.00
	PHA-Wide	<u>Management Improvements - 1408</u>	4,000.00	PHA-WIDE	Management Improvement -1408	21,589.40
		Subtotal 1408	4,000.00		Subtotal 1408	12,589.40
		<u>Administration – 1410</u>			<u>Administration – 1410</u>	
	PHA-Wide	Modernization Coordinator	\$21,589.00	PHA-Wide	Modernization Coordinator	\$21,589.40
		Subtotal 1410	\$21,589.00		Subtotal 1410	\$21,589.40
	PHA –Wide	<u>Audit –1411</u>	1,500.00		<u>Audit -1411</u>	1,500.00
		Subtotal 1411	1,500.00		Subtotal 1411	1,500.00
		<u>Fees and Costs – 1430</u>			<u>Fees and Costs – 1430</u>	
	PHA-Wide	Fees and Costs	\$4,000.00	PHA-Wide	Fees and Costs	\$15,112.00
		504 Assessment	10,000.00			
		Physical Needs Assessment	15,000.00			
		Subtotal 1430	\$29,000.0		Subtotal	\$15,112.00
		<u>Site Improvement – 1450</u>			<u>Dwelling Structures – 1460</u>	
	MD 15-3 Marlborough Towne	Replace roof and Gutter replacement	\$44,000.00	MD 15-2	Replace counter tops Replace shut off-valves –Ball	25,000.00 72,483.00
	MD 15-4 Kimberly Gardens	Replace roof and Gutter Replacement	\$37,586.24	MD 15-4	Replace counter tops	35,000.00
		Subtotal 1450	81,586.24		Subtotal 1450	
	PHA-Wide	<u>Contingency 1502</u>	2,000.00	PHA-Wide	<u>Contingency – 1502</u>	5,000.00
		Subtotal 1502	2,000.00		Subtotal 1502	5,000.00
		Total CFP Estimated Cost	\$149,675.24			\$199,184.00

Note: All line items may vary depending on the actual funding awarded for each fiscal year.

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year : 4 FFY Grant: 2009 PHA FY: 2010			Activities for Year: 5 FFY Grant: 2010 PHA FY: 2011		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	<u>Operations - 1406</u>			<u>Operations - 1406</u>	
PHA-Wide	Operating Fund	\$21,589.00	PHA-Wide	Operating Fund	\$21,589.00
	Subtotal 1406	\$21,589.00		Subtotal 1406	\$21,589.00
	<u>Administration - 1410</u>			<u>Administration - 1410</u>	
PHA-Wide	Modernization Coordinator	\$21,589.00	PHA-Wide	Modernization Coordinator	\$21,589.00
	Subtotal 1410	\$21,589.00		Subtotal 1410	\$21,589.00
	Physical Assessment	30,000.00	PHA-Wide	Fiscal Assessment	20,000.00
	<u>Fees and Costs – 1430</u>			<u>Dwelling Equipment – 1460</u>	
PHA-Wide	Fees and Costs	\$15,112.00.	MD 15-3	Replace bi-fold doors	50,000.00
	Subtotal	\$15,112.30		Replace concrete sidewalks	70,000.00
	<u>Dwelling Structures - 1460</u>				
MD 15-2 Owens Road	Replace Emergency Call Switches	50,000.00	MD 15-4 Kimberly Gardens	Replace bi fold doors	50,000.00
	Replace shut-off valves –Ball	72,483.00	MD 15-7 Rollingcrest Village	Build Storage Sheds	38,000.00
	Subtotal 1460	\$72,483.00			
MD 15 –3	Replace Appliances	20,000.00	MD 15-4	Replace Appliances	25,000.00
	Total CFP Estimated Cost	148,290.00			\$296,178.00

Note: All line items may vary depending on the actual funding awarded for each fiscal year.