



Improve the quality of assisted housing by increasing the Public Housing Assessment System and the Section Eight Management Assessment Program scores, increasing customer service and renovating/modernizing public housing.

Increase assisted housing choices by providing voucher mobility counseling and increasing payment standards, conducting outreach efforts to potential voucher landlords and implementing homeownership programs.

Provide an improved living environment by implementing measures to deconcentrate poverty by bringing higher income public housing households into lower income developments, by implementing measures to promote income mixing in public housing by assuring access for lower income families into higher income developments and by implementing public housing security improvements through a continuation of security related lighting and fence improvements, providing the services of Goodwill and the Austin Police Department Substation at Rosewood Courts (TX-2), providing the services of Mainsprings School at Meadowbrook (TX-4), and continuing to partner with community-based , faith-based and other nonprofit organizations to provide dropout prevention and economic development programming at all HACA sites.

Ensure equal opportunity and affirmatively further fair housing Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability by

- Undertaking 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:
- Undertaking affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Complying with the Violence Against Women Act (Victims of Domestic Violence)

HACA will continue its efforts to support and assist children and adult victims of domestic violence, dating violence, sexual assault, and stalking and will continue to establish collaborative programs with domestic violence service providers.

With respect to the Public Housing and Housing Choice Voucher programs:

- A. HACA will inform all public housing and housing choice voucher program participants of their rights under the Violence Against Women’s Act of 2005 (VAWA).
- B. HACA will inform property owners of their rights and responsibilities in regards to VAWA.
- C. HACA will develop policies and procedures to allow victims of domestic violence, dating violence, sexual assault and stalking an opportunity to claim their status as a victim.
- D. Any information provided by the victim will be kept confidential and will not be shared with other related agencies unless requested or consented to by the victim in writing, required for use in an eviction proceeding of an abuser, stalker or perpetrator of domestic violence, or is otherwise required by applicable law.
- E. HACA will allow such victim(s) an opportunity to explain negative rental, financial or criminal history and lease violations, which were caused by such violence, prior to taking final adverse action against the victim such as denial into the program or termination/eviction.
- F. HACA’s procedures will ensure HACA does not deny admission or terminate assistance, tenancy or occupancy rights of such victims and their immediate family members when the reason for denial/termination is directly related to such violence, unless the member is the perpetrator.

G. HACA will ensure the following policies allow such victims, and their family members, protections provided by VAWA:

1. **Eligibility Screening policy** to take into account victim status when reviewing negative history;
2. **Transfer and portability policies** to efficiently expedite requests made by victims;
3. **Lease provisions** to include bifurcation of leases and exceptions to repeated and serious violations when directly related to such violence;
4. **Emergency maintenance work order definitions** to include safety requests made by victims;
5. **Termination/Eviction Policy** to take into account victim status, criminal activity, and lease violations
6. directly related to such violence when considering/processing an eviction/termination.
7. **One-strike policy** to include exception for victims when the criminal activity is related to such violence.
8. **Employee Training** content to include the protections provided by VAWA and HACA's policies and definitions in regards to victims of domestic violence, dating violence, sexual assault and stalking.

*HACA will follow the PIH Notices and Regulations mandated by the U.S. Department of Housing and Urban Development in reference to the 2005 Violence Against Women Act.*

Other PHA Goals and Objectives:

- Retain 80% of high quality employees (Those who score all 3's or above on all functional areas of their performance evaluation.)
- Improve physical conditions of all properties by establishing and utilizing a preventative maintenance and inspection schedule with emphasis on meeting the Uniform Physical Condition Standards.
- Create a safe workplace through continuous enhancement of the agency's safety program.
- Promote self-sufficiency and asset development of families and individuals.  
Improve school dropout rates among public housing youth by establishing partnerships with local dropout prevention efforts.

5.2	<p><b>Goals and Objectives Cont'd</b></p> <p><i>The Housing Authority of the City of Austin has accomplished the following goals of its Five-Year Plan:</i></p> <p><b><u>Increase the availability of decent, safe and affordable housing.</u></b></p> <ul style="list-style-type: none"> <li>• HACA currently serves 5,127 families through the Housing Choice Voucher program and 1,928 families through the Public Housing program.</li> <li>• HACA administers (50) Single Room Occupancy (SRO) Mod Rehab Units</li> <li>• HACA has performed due diligence on several apartment complexes within the Austin metropolitan area and purchased four apartment complexes through Austin Affordable Housing Corporation-thus preserving the affordable housing stock in Austin. Additionally 18 individual condominium units have been purchased .</li> <li>• HACA has provided extensive landlord outreach of the HCV program to include distribution of a quarterly newsletter informing participants of the program general guidelines and other information.</li> <li>• HACA created its own down payment assistance homeownership program in 2004 for both Public Housing and Housing Choice Voucher tenants. Additionally, in 2006, HACA created a “Lease to Own” homeownership program to serve HACA clients who wish to become homeowners but are unable to do so because of unfavorable credit issues. The Lease to Own program can be used in conjunction with the HACA down payment assistance program.</li> </ul> <p><b><u>Improve community quality of life and economic vitality</u></b></p> <ul style="list-style-type: none"> <li>• HACA continues to monitor both the Housing Choice Voucher and Public Housing waitlists. The waitlist for the Housing Choice Voucher program was reopened July 11-13, 2006. HACA received over 6, 500 applicants. The Public Housing waitlist is currently open. HACA ensures deconcentration efforts are being met through continuous monitoring of both waitlists.</li> <li>• HACA has continued its relationship with the Austin Police Department (APD) by having an APD officer assigned to HACA, as a community liaison. There is also a police substation located at Rosewood Courts.</li> <li>• HACA continues to provide security lighting improvements and fencing improvements.</li> <li>• HACA has provided security access cards to three Elderly/Disabled sites.</li> <li>• HACA created the Six Star Public Housing Resident Program to further the opportunities for residents to become self-sufficient. In 2008, the first participant graduated from the program and is completely free of public assistance provide by the housing authority.</li> </ul> <p><b><u>Promote self-sufficiency and asset development of families and individuals</u></b></p> <ul style="list-style-type: none"> <li>• HACA has continued to encourage families to become self-sufficient through on-site locations of the many community partnership programs to provide workforce development skills. Additionally, there are on-site partners to provide education, after-school program and enrichment programs to the youth.</li> </ul>
6.0	<p><b>PHA Plan Update</b></p> <ul style="list-style-type: none"> <li>(a) No revisions have been made since the last submission of the 2008 Annual Plan.</li> <li>(b) Copies of the 2009 Annual Plan and 2005-2009 Five-Year Plan are available at all Public Housing sites, the HACA Central Office and on the HACA website, <a href="http://www.hacanet.org">www.hacanet.org</a>. All supporting documentation is available at the HACA Central Office.</li> </ul>

**1.) ELIGIBILITY, SELECTION AND ADMISSIONS POLICIES, INCLUDING DECONCENTRATION AND WAIT LIST PROCEDURES**

- I. **General Statement.** All families who are admitted into the Conventional Public Housing Program or the Housing Choice Voucher Program administered by HACA must be individually determined to be eligible and suitable.
- II. **Income Mix and Selection Criteria and Deconcentration.** It is the policy of HACA to utilize mixed-income criteria in the selection of Conventional Public Housing residents. The purpose of utilizing mixed-income criteria is to provide for the deconcentration of poverty and income-mixing by bringing higher income residents into lower income census tracts and lower income tenants into higher income census tracts. This policy shall not be construed to impose or require any specific income or racial quotas for any development or developments.
- III. **General Eligibility Requirements.** The following eligibility criteria must be met in order for an applicant to be considered for the Conventional Public Housing Program or the Housing Choice Voucher Program:
  - A. The applicant must be determined to be a Family;
  - B. The applicant must be a United States Citizen or a noncitizen who has eligible immigration status in one of the following categories: (1) lawfully admitted for permanent residence as an immigrant, including special agricultural workers; (2) entered the United States before January 1, 1972 and has maintained continuous residence thereafter, and who is not ineligible for citizenship, but who is deemed to be lawfully admitted for permanent residence as a result of an exercise of discretion by the Attorney General of the United States; (3) lawfully present in the United States pursuant to the granting of asylum (refugee status); (4) lawfully present in the United States as a result of an exercise of discretion by the Attorney General for emergent reasons or reasons deemed strictly in the public interest (parole status); (5) lawful present in the United States as a result of the Attorney General of the United States withholding of deportation (threat to life or freedom); or (6) lawfully admitted for temporary or permanent residence (amnesty granted under Immigration and Naturalization Action Section 245-A);
  - C. **(1) Income Limits:** The applicant family's Annual Income must be within the Income Limits as required by the applicable federal regulations for each program. This restriction applies only at admissions, not for continued occupancy. **(2) Income Targeting Limits:** For each fiscal year, at least seventy-five percent (75%) of families admitted into the assisted housing program and forty percent (40%) of families admitted into the public housing program must have incomes that do not exceed thirty percent (30%) of the area median income. **(3) Fungibility. (4) Tracking** of Income Targeting Limits shall be conducted
  - D. The applicant must not be an owner of a dwelling unit in the Austin area, unless determined to be an elderly family, elderly person, or other person(s) based on a case-by-case assessment. (Conventional Public Housing only).

**Preliminary Eligibility Criteria.** All applications will be screened for preliminary eligibility before they are added to any HACA Waiting List. If an applicant is found to be preliminarily ineligible, their application will be rejected and their application will not be added to the program's waiting list which they have applied for. The following criteria shall be used to determine preliminary ineligibility.

placed on either HACA Waiting List who has been evicted from public housing, Section 23, Indian Housing or the Housing Choice Voucher Program for drug-related criminal activity within a three year period beginning on the official move-out date.

- B. A former resident who was over the age of 18 at the time of residency and who owes a move-out balance or debt to HACA will be deemed preliminarily ineligible, rejected and shall not be placed on either HACA Waiting Lists.
- C. An applicant is deemed preliminarily ineligible and shall be rejected if applying for the Housing Choice Voucher program and they were terminated from that program within a 3-year period. If they had been evicted from the conventional public housing program for reasons other than drug related activity, they are preliminary ineligible to reapply to the same program for a period of two years.
- D. For the purpose of providing a housing opportunity to as many applicants as possible, 12 months should elapse before an applicant is preliminarily eligible to reapply for the same program they have just moved out of. This shall only include voluntary withdrawals in the Housing Choice Voucher program. This shall include abandonment of unit or voluntary withdrawals in the conventional public housing program. Abandonment of unit in the Housing Choice Voucher program is equal to that of a termination.
- E. An applicant is deemed preliminarily ineligible and shall be rejected if applying for the same program for which they have been denied admissions due to criminal history or derogatory rental history within a 12-month period. The applicant will not be eligible to request an informal review of this rejection due to the fact that the applicant was offered an informal review when they were initially denied admissions for criminal history and/or derogatory rental history. Twelve months should elapse from the date of denial or date of the hearing decision which ever is later.
- F. An applicant is deemed preliminarily ineligible and shall be rejected if applying for the conventional public housing program and has rejected a CV housing offer within 12 months beginning the date that the offer was made.
- G. A family is deemed evicted if a lease termination/violation letter to the Family alleging a breach of the lease based upon drug-related criminal activity, criminal activity, non-payment of rent, or other breach had been sent and the family has voluntarily vacated or if a judgment for eviction is rendered, or if the family vacated due to the oral threatened termination of the lease.
- H. If an applicant is determined not to be eligible, the applicant shall be notified in writing of such ineligibility. The notice must specify the reasons for the determination and offer the applicant an opportunity for a review of the decision. The notice shall inform the applicant that she or he has ten (10) calendar days from the date of the notification letter to (1) pay 1/2 the amount owed to HACA and sign a payment agreement for the remaining balance in order to keep their application date and time if the rejection was based on a debt to HACA, or (2) request in writing an informal review. In order for the request or payment agreement to be timely, HACA must receive the written request or payment agreement by 5:00 p.m. on the tenth calendar day. For the purposes of calculating the ten (10) day time frame above, the date of the letter shall be excluded.

- I. If the applicant makes a written request for an informal hearing for a rejection based upon a move-out balance due or debts to HACA within the time frame allowed, the informal hearing will be conducted by a hearing officer. This review does not deprive the applicant of other rights if she or he believes that she or he has been discriminated against on the basis of race, color, religion, sex, national origin, age or handicap. The informal review shall only review the particular decision in question. If the hearing officer believes that the rejection was improper, the applicant's application shall be processed in the same manner as all other applications in accordance with the Date and Time the application was submitted. If the rejection is found to be proper, the applicant must pay half of the amount due to HACA and sign a payment agreement for the remaining balance within 5 calendar days from the date that such decision was made in order for the applicant's application date and time to be valid. Payment agreements will be monitored monthly by HACA and applicants will be removed from the wait list should they not comply with the terms of the payment agreement. Full payment by money order or certified funds is required before the applicant is offered a Public Housing unit/Housing Choice Voucher.
- J. If the applicant makes a written request for an informal hearing for a rejection based upon other preliminary eligibility criteria within the time frame allowed, the informal hearing will be conducted by the hearing officer. This review does not deprive the applicant of other rights if she or he believes that she or he has been discriminated against on the basis of race, color, religion, sex, national origin, age or handicap. The informal review shall only review the particular decision in question. If the hearing officer believes that the rejection was improper, the applicant's application shall be processed in the same manner as all other applications in accordance with the Date and Time the application was submitted. The applicant will be entitled to review all documentation, including police reports, which are relied upon by HACA and provided the opportunity to dispute the accuracy and relevance of that record. HACA shall maintain criminal records.. If the hearing officer decides that the rejection was proper, the rejection will be final. The applicant will not be eligible to reapply or have this decision reviewed again until the proper time has elapsed as stated in A through F of this section.

VI. Ineligibility of Dangerous Sex Offenders for Admission to Public Housing. Notwithstanding any other provision of law, HACA shall prohibit the admission of any individual who is subject to a lifetime registration requirement pursuant to Chapter 62 of the Texas Code of Criminal Procedure or any other state's sex offender registration program. HACA shall carry out background checks on applicants for federally assisted housing and make further inquiry with state and local agencies as necessary to determine whether an applicant for federally assisted housing is subject to the lifetime registration requirement under Texas' Sex Offender Registration Program.

- A. Before an adverse action is taken with respect to an applicant for housing on the basis that an individual is subject to a lifetime registration requirement under a state sex offender registration program, HACA shall provide the tenant or applicant with a copy of the registration information and an opportunity to dispute the accuracy and relevance of that information via HACA's regular appeal process.
- B. HACA's Admissions Director will maintain all records obtained pursuant to this policy and ensure that any information regarding a legitimate registration requirement under the State of Texas Sex Offender Registration Program that is

obtained by HACA is (1) maintained confidentially, (2) Not misused or improperly disseminated and (3) destroyed once the purpose for which the record was requested has been accomplished.

**Local Preference Placement-Elderly/Disabled/ Natural Disaster of Government Action**

HACA will give preference to Elderly, Disabled or Handicapped Families. A preference will also be given to families displaced as a result of natural disaster or government action shall be given preference over families consisting of two or more, and non elderly, non handicapped/disabled single persons.

**Order of Priority for the Conventional Public Housing.** In the selection of residents from among eligible applicant families of the size and composition appropriate to the available dwelling unit, eligible applicants shall be offered a unit in the following order by date and time of application within each sub-category:

- A. Families who are eligible for an incentive offer, as stipulated within the deconcentration policy.
- B. Elderly, disabled or handicapped families
- C. Families or individuals displaced by government action, or whose dwelling has been extensively damaged or destroyed as a result of a disaster
- D. Families consisting of two or more, **OR** Non elderly, non handicapped/disabled, or non displaced single persons. All things being equal with respect to the application date and time, a family consisting of two or more will be offered a unit ahead of a non-elderly, non-handicapped, or non-displaced single person.

**Order of Priority for the Housing Choice Voucher Program.** In the selection of residents from among eligible applicant families, preference will be given in the following order by date and time of application within each category:

- A. Eligible applicants that are elderly, handicapped/disabled, or displaced families.
- B. Families consisting of two or more, **OR** Non elderly, non handicapped/disabled, or non displaced single persons. All things being equal with respect to the application date and time, a family consisting of two or more will be offered a unit ahead of a non-elderly, non-handicapped, or non-displaced single person.

**Assignment of Units from Conventional Public Housing Waiting List.** HACA will assign available units to families according to the following procedures:

- A. HACA will make every reasonable effort to assign available units which are specially designed for Disabled or Handicapped Persons to the next family on the waiting list who requires such a unit;
- B. Unless allowed by current HUD regulations, there will not be a minimum age for the admission of Disabled or Handicapped Persons to mixed population developments;
- C. In order to ensure equal distribution of all applicants to the developments and attempt to achieve integration in an uniform, non-discriminatory manner, as well as ensure that the deconcentration policy is complied with all housing offers will be made from the active Conventional Public Housing Waiting List, according to the following:

- 1. Vacant units which have been reported and released to the Admissions Department for occupancy shall be offered first;

2. Of the above-referenced units, offers shall be made to the unit of the appropriate bedroom configuration which has been available the longest.
3. Available units will be offered to the next eligible applicant on the waiting list who qualifies for such a unit.
4. An applicant will be made only one housing offer each time the applicant is pulled from the waiting list and certified as eligible for such offer. The applicant must accept or reject the unit in writing. The acceptance must be received by HACA no later than 5:00 p.m. on the seventh (7) calendar day from the date of the letter offering the unit.

**Assignment from the Housing Choice Voucher Waiting List.** Once the Admissions Director has certified that the applicant is eligible for the assisted housing program, (1) the Admissions Director shall forward the applicant's file to the Vice President of Assisted Housing who will issue the family rental assistance, and (2) the Vice President of Assisted Housing will remove the applicant from the waiting list once a voucher is issued to the applicant.

**Public Housing Site-Based Waiting Lists-** HACA does not administer any site-based waiting lists.

**2.) FINANCIAL RESOURCES**

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2007 grants)</b>		
a) Public Housing Operating Fund	\$8,405,214	
b) Public Housing Capital Fund	\$3,090,816	
c) HOPE VI Revitalization	-	
d) HOPE VI Demolition	-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$45,912,920	
f) Resident Opportunity and Self-Sufficiency Grants	\$348,122	
g) Community Development Block Grant	-	
h) HOME	\$550,000	
Other Federal Grants (list below)		
<b>Shelter Plus Care Grant</b>	\$498,288	
<b>Section 8 Mod-Rehab SRO</b>	\$287,226	
<b>FSS for HCV</b>	\$127,428	
<b>Disaster Voucher Program</b>	\$2,455,060	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Public Housing Capital Fund	\$2,035,992	
Resident Opportunity & Self Sufficiency	\$227,562	

<b>3. Public Housing Dwelling Rental Income</b>	\$3,099,047	
<b>4. Other income</b> (list below)		
Interest	\$182,000	
Other Income	\$118,332	
Section 8 Contract Administration Excess Revenue	\$2,158,833	
<b>4. Non-federal sources</b> (list below)		
Austin Affordable Housing Corp.	\$427,805	
<b>Total resources</b>	\$69,924,645	

**3.) RENT DETERMINATION** The PHA employs discretionary policies for determining income-based rent with a minimum rent of \$25.00 for both Public Housing and the Housing Choice Voucher programs. Rent for both programs is determined by calculating a tenant's portion of rent to be thirty percent (30%) of their adjusted monthly income or 10% of their annual income. Public Housing residents may choose annually either a flat rent which may be less than 30% of their adjusted income or an income-based rent. A family who has chosen flat rent and becomes unable to pay the flat rent during the period for which such selection was made due to financial hardship, as determined by HACA, will be allowed to begin paying income-based rent on the first (1<sup>st</sup>) day of the month following proper notification. Tenants who choose flat rent will have their income reviewed every twelve months, coinciding with their annual recertification, at which time the family may take another election without showing a financial hardship. Flat rents are determined by a study of similar unsubsidized units similar in age, size and location to each public housing property. Tenants who choose a flat rent are not eligible to receive a utility allowance. Ceiling rents, rents set at a level lower than 30% of adjusted income and may be higher than a flat rent, are also available at all public housing sites. Tenants are able to receive a utility allowance under this choice of rent. The agency determines on an annual basis all ceiling rents by conducting market comparability studies.

Between income reexaminations for both Public Housing and the Housing Choice Voucher programs, tenants must report changes in income or family composition to the public housing authority. These changes may result in an adjustment to the tenant's rent.

#### **4.) OPERATION AND MANAGEMENT**

##### **A. PHA Management Structure**

The Housing Authority of the City of Austin was established in 1937. The mayor appoints a five-member board to oversee the operations and policies of the agency. The agency administrative is overseen by the President/CEO and is comprised of a staff of 270 employees.

##### **B. HUD Programs Under PHA Management**

The Housing Authority of the City of Austin currently operates 1,928 Public Housing units and administers 5, 127 Housing Choice Vouchers. It also operates two nonprofit subsidiaries, the Austin Affordable Housing Corporation and the Southwest Housing Compliance Corporation.

**C. Management and Maintenance Policies:** The following Manuals, Plans and Procedures provide policies and guidance to the Public Housing and Housing Choice Voucher programs regarding their operations.

(1) Public Housing Maintenance and Management:

**Housing Operations Manual**

**Maintenance Policies and Procedures**

**Housing Operations Standard Operating Procedures (SOP) Manual**

(2) Housing Choice Voucher:

**Section 8 Administrative Plan**

## **5. ) GRIEVANCE PROCEDURES**

### **Informal Hearing/Grievance Procedures**

**Informal Hearing.** If the applicant requests a hearing, the applicant shall be afforded a fair hearing providing safeguards of due process. In deciding whether the applicant should be reinstated, the hearing officer will consider the individualized circumstances in each case, including (a) the efforts made by the applicant to respond, supply information or attend interviews or meetings; (b) the applicant's record, if any, of responding to other information requests from HACA; and (c) the reasons offered by the applicant for the failure to respond, provide information or attend a meeting, such as illness, transportation, or child care. It shall remain the sole discretion of the designated hearing officer whether to consider such circumstances. In each case, consideration given shall be clearly documented. Additionally:

- A. Hearings shall be held before a Hearing Officer;
- B. The informal hearing shall not be recorded by audio or video;
- C. The Hearing Officer will notify the applicant in writing at least ten (10) calendar days in advance from the date of the hearing. The notice shall include the date, time and place of the informal hearing and shall be sent to the applicant's last known address by U.S. mail; such letter shall inform the applicant that she or he may be represented by their legal counsel;
- D. The informal hearing will be closed to the public, unless the applicant requests an open hearing, in writing. The applicant may bring witnesses to testify at the hearing, and, at the applicant's own expense, the applicant may be represented by legal counsel or other representative;
- E. Upon the written request of the applicant, the applicant will have an opportunity to review the documents used to support the grounds for rejection prior to the hearing;
- F. Upon the written request of HACA, HACA will have an opportunity to review the documents which will be used to support the grounds for reversal of the rejection prior to the hearing;
- G. The applicant has the right to present evidence and arguments in support of her or his defense or rebutting the grounds for rejection and any mitigating evidence;
- H. The documents, information and verifications contained within the applicant's file will be admitted as evidence. The Hearing Officer is responsible for thoroughly reviewing the file and all verification used to support the denial;

- I. The Hearing Officer's decision will be based upon the documents, information and verification contained within the applicants file and evidence presented at the informal hearing; and
- J. The Hearing Officer's decision shall be final.

**Grievance:** The grievance procedures shall apply top all individual grievances regarding HACA actions that adversely affect the resident's rights, duties, welfare or status for the public Housing program only. These procedures are in accordance with 24 CFR Part §966.51, shall not apply to evictions concerning the termination of tenancy involving the following:

- a.) Any criminal activity by the resident, any household member, guest, or another person under the resident's control which threatens the health, safety, or right to peaceful enjoyment of the premises of the other residents or HACA employees; or
- b.) Any drug-related criminal activity by the resident, any household member, guests, or another person under the resident's control which occurs on or off the development premises and whether before or after conviction of the crime.

A grievance shall be personally presented, either orally or in writing, to the HACA's main office or to the office of the development in which the complainant resides so that the grievance may be discussed informally and settled without a hearing. A summary of the informal conference shall be prepared within a reasonable time. A copy of the summary shall be provided to the resident and one copy shall be retained in the resident's file. The summary shall specify the names of the participants, the date of the meeting, the nature of the proposed disposition of the complaint and the specific reasons therefore, and shall specify the procedures for obtaining a formal hearing if the complainant is not satisfied.

#### **6.) DESIGNATED HOUSING FOR ELDERLY AND DISABLED FAMILIES**

The Housing Authority of the City of Austin will not be submitting an application for designated housing for occupancy by elderly and disabled families.

#### **7.) COMMUNITY SERVICE AND SELF-SUFFICIENCY REQUIREMENT (CSSR) POLICY**

The community service and self sufficiency requirement (hereafter referred to as the CSSR or the Community Service Requirement) is intended to assist adult public housing residents in improving their own economic and social well being and give the residents a greater stake in their community. This requirement does not apply to the Section 8 program.

#### **Community Service Requirement**

Under the provisions of Section 512 of the Quality Housing and Work Responsibility Act of 1998, every adult resident, 18 years and older, of public housing must:

- a. Perform eight hours of community service per month (not including political activities); or
- b. Participate in an economic self sufficiency program for eight hours per month; or
- c. Perform 8 hours per month of combined activities as described in a. and b. above.

#### **RESIDENT RESPONSIBILITIES**

Resident will:

- 1. Provide HACA site manager with documentation to verify their participation or exemption in the CSSR;
- 2. Select, and participate in, a program that fulfills their CSSR; and
- 3. Report changes in CSSR exempt or non-exempt status to the site manager. See below for required

timeframe for reporting change to manager.

### **HACA'S RESPONSIBILITIES**

HACA will:

1. Include the CSSR provision in the lease and will enforce such provision;
2. Include information regarding PHA compliance with CSSR in the PHA plan;
3. Inform qualified applicants and residents of the CSSR, the relevant processes, exemptions, lease enforcement, and the consequences of non-compliance;
4. Provide residents a list of eligible activities and agencies accepting community service.
5. Provide residents with a copy of the CSSR forms, such as verification forms and certification forms;
6. Review and document resident compliance with the CSSR; and
7. Allow residents to dispute enforcement actions via the HACA grievance policy.

### **KEEPING THE RESIDENTS INFORMED**

HACA will make all public housing applicants and residents aware of the CSSR in the following manner:

1. At application – At the public housing orientation, all public housing applicants who are invited to and attend a pre-leasing orientation will be given a copy of the CSSR information packet to include a list of agencies who tend to need volunteers to do community service. These applicants will be required to sign a certification acknowledging receipt. The certification will be kept in the applicant's, and subsequently in the resident's, file;
2. Ongoing (postings) – HACA will post the CSSR policy at HACA's central administration building and at all HACA public housing development sites;
3. Annually -- The housing operations department will mail out a reminder of the CSSR to all resident families at least 90 days prior their annual re-certification effective date. Such reminder is to include, but is not limited to listing the requirements, the exemption categories, the required documentation for each exemption category, and the required documentation to verify program participation;
4. At re-exam time -- The housing operations department will give all non-exempt public housing residents a copy of CSSR information packet at their annual re-certification interview;
5. At any time, a resident may request and be given the CSSR policy or information packet. Public housing applicants and residents receiving a copy of the CSSR policy or information packet will certify that they have received such copy and this certification must be kept in the applicant's/resident's file.

Residents who are exempt from the CSSR policy are the following:

- a. Residents who are under the age of 18;
- b. Residents who are 62 years of age or older;
- c. Residents who are blind or disabled, as defined under section 216(i)(1) or 1614 of the Social Security Act (42 USC 416(i)(1)) and who certify that, because of this disability, they are unable to comply with the CSSR policy;
- d. Residents who are the primary caretakers of such individuals described in section (b) above;
- e. Residents who are engaged in a work activity at least 30 hours per week\*\*;

\*\* "Work activities" as defined in section 407(d) of the Social Security Act, include:

- i. unsubsidized employment;
- ii. subsidized private sector employment;
- iii. subsidized public sector employment;
- iv. work experience (including work associated with the refurbishing of publicly assisted housing) if sufficient private sector employment is not available;
- v. on-the-job training;
- vi. job search and job readiness assistance;
- vii. community service programs;
- viii. vocational educational training (not to exceed 12 months with respect to any individual);
- ix. job skills training directly related to employment;
- x. education directly related to employment in the case of a recipient who has not received a high school diploma or a certificate of high school equivalency;

- f. Residents exempt from work activities under a State Program funded under part A of title IV of the Social Security Act or any other welfare program of the State of Texas, including a state-administered welfare to work program; and
- g. Residents, who are members of a family receiving assistance, benefits, or services under a State program funded under part A of title IV of the Social Security Act or under any other welfare program of the State of Texas, such as receiving Temporary Assistance to Needy Families (TANF). To qualify for this exemption category, the resident must be in compliance with the State program rules. HACA interprets this exemption to apply only to the family members deemed eligible for TANF and receiving TANF. HACA may request a list of eligible family members from the agency administering the TANF program.

**Determination of Exemption**

The department of housing operations at each annual re-examination will verify exemption status. Each exemption category requires, but is not limited to, the documentation outlined below:

An *exempt individual* is an adult who:

1. Is under 18 years of age; or
2. Is age 62 years or older; or
3. Is blind or disabled (as defined under section 216[i][I] or 1614 of the Social Security Act), and who certifies that because of this disability s/he is unable to comply with the service provisions; or
4. Is a primary caretaker of such an individual, as described in number 3; or
5. Is engaged in work activities. HACA will consider 30 hours per week as the minimum number of hours needed to qualify for a work activity exemption.

**CHANGES IN EXEMPT OR NON-EXEMPT STATUS**

Residents are responsible for reporting their changes in exempt status to their property manager within ten (10) days of the change in status. Residents who were exempt from the CSSR policy, but who subsequently become non-exempt must also begin to conduct their community service effective the 1<sup>st</sup> of the month after their status changed, whether they did or did not report the change. At the corresponding interim re-certification interview, the property management staff will provide a copy of the requirements to non-exempt residents reporting a change in status and will have the resident sign a certification that they have received such copy and that they understand their responsibility to meet the requirements. Residents who become exempt will still be required to conduct the community service hours for the months prior to becoming exempt. For example, a resident who becomes employed will still be required to make up any community service hours that were due or delinquent prior to becoming employed.

**REVIEW AND DOCUMENTATION OF COMPLIANCE**

The department of housing operations will be responsible for reviewing and documenting each family member’s compliance or non-compliance with the CSSR policy. At least thirty days before the effective date of the annual reexamination and/or lease expiration, HACA staff must make a determination as to whether the family is in compliance. The staff member conducting the annual and interim (when applicable) re-examinations will:

xi. satisfactory attendance at secondary school or in a course of study leading to a certificate of general equivalence, in the case of a recipient who has not completed secondary school or received such a certificate; and

xii. the provision of child care services to an individual who is participating in a community service program

\*\*\* The 50058 will be coded by the housing operations staff at annual and interim reexaminations noting whether each family member is meeting the CSSR. The community development department will send such reminder packets to those coded on the 50058 as pending or non-compliant.

1. Obtain resident status certification from all adult residents;
2. For those who claim to be exempt, determine if the family member is in fact exempt. This determination may be based on self-certifications and other verifications in the file, but must be determined annually.
3. Provide all non-exempt residents with a copy of the CSSR information packet and all required forms;
4. Obtain a certification from non-exempt residents stating they have obtained a copy of the CSSR information packet and understand their responsibilities in regards to such requirements;
5. Obtain documentation of community service performed or documentation of participation in an economic self sufficiency program (optional at interim re-exams);
6. Verify questionable documentation;
7. Keep all documentation in the resident file; and
8. Update the corresponding codes on the family's HUD Form 50058.

All community service documentation must note the date and amount of hours spent performing or attending eligible CSSR activities. An official of the agency or institution where the service was performed or of the program that was attended must sign the documentation. The documentation must also include a phone number and address where participation can be verified. Residents may submit their documentation to their site manager throughout the year. The HACA staff member taking the documentation must immediately file the documentation in the resident's file and provide the resident with a copy.

#### **NON-COMPLIANCE AND ENFORCEMENT**

During the annual reexamination, and/or at least 30 days prior to the expiration of the current lease, the HACA staff member conducting the re-exam will examine all documentation and determine whether the family is in compliance with the CSSR policy and any applicable Family Compliance Agreement. Violation of the CSSR policy is grounds for non-renewal of the lease at the end of the lease term. The housing operations department will notify Residents, who are not in compliance, of the lease violation. The notification will be in writing and will include the following:

- The nature of the noncompliance;
- That the family will not have their Dwelling Lease Agreement renewed unless:
- They enter into a Family Compliance Agreement stating that the non-compliant family member(s) will make up the delinquent hours within the next 12 months and the entire household will fulfill the current year's requirements; or
- The family provides written assurance, satisfactory to the PHA, that the noncompliant resident no longer resides in the unit;
- That the resident may request a grievance hearing on the determination of noncompliance per HACA's grievance policy, and that the resident may exercise any available judicial remedy to seek timely redress for HACA's non-renewal of the lease.

**A CSSR information packet must accompany this notification.**

#### **First Year of Non-Compliance**

The HACA site manager will request that the non-compliant family member(s) and the Head of Household sign a Family Compliance Agreement in order to renew the lease. The Family Compliance Agreement will provide that the non-compliant resident(s) will make up all community service hours within the next twelve months and the entire household will remain in compliance with the current year's requirement. The site manager will retain the original agreement in the resident file, and give the Head of Household a copy.

#### **At Interims**

The HACA site manager conducting the interim re-examination will assess the families' progress in making up overdue community service hours. Such staff member will remind the family of their responsibilities in regards to the CSSR Policy, the Family Compliance Agreement and the lease provisions.

### **Second Year of Non-Compliance**

If, During the Subsequent Annual Reexamination, any Family Member is found to have violated the CSSR or A Signed Family Compliance Agreement, the family's lease will not be renewed unless:

- The Noncompliant family member(s) is/are no longer part of the Household regardless of whether the non-compliant family member was compliant the previous year, the entire family must be compliant in order for HACA to renew the lease.

The resident may request a grievance hearing on the determination of noncompliance per HACA's grievance policy, and the resident may exercise any available judicial remedy to seek timely redress for HACA's non-renewal of the lease.

### **ASSISTANCE TO FAMILIES**

The community development department will be responsible for assisting families, who are non-exempt of the community service requirements. Such assistance will include, but is not limited to:

- a. Speaking at resident council meetings and meetings of the City Wide Advisory Board to describe the CSSR policy; and to provide agency listings, time sheets, and forms;
- b. Encouraging residents to fulfill the CSSR through participation in an economic self sufficiency program, described further below;
- c. Offering assistance to those families who are non-compliant with the requirements and have signed a Family Compliance Agreement by sending them a reminder letter offering assistance and the CSSR information packet at least twice per year; \*\*\*
- d. Providing resident families with listings of agencies who tend to need community service volunteers or listings of other eligible economic self sufficiency programs;
- e. The designated community development staff will be available to assist residents in locating community service placements;
- f. Creating and maintaining a current information packet for resident's use. Such packet will include, but will not be limited to listing the requirements, the exemptions, the process in reporting exemptions and changes in status, the possibility of non-renewal of the lease, and sample time sheets. The packet will also include a listing of activities, which meet the requirements.

Twice yearly, the community development department will remind all residents who are not in compliance about their responsibilities. The reminder will be in writing and will note the deficiency, the consequences of noncompliance, and the assistance that is available to them. A copy of the letter will be forwarded to the housing operations department and is to be kept in the resident's file.

### **Eligible Community Service and ECONOMIC SELF-SUFFICIENCY Programs**

In order to meet the CSSR policy, residents must participate for at least eight (8) hours per month in a community service program and meet the following criteria:

1. The community service is performed on behalf of a nonprofit or public agency or a duly elected resident council (political activity does not count toward community service requirements);
2. The hours worked can be verified by an official of the agency where the service was performed;
3. The activities must be performed within the community and not outside HACA's jurisdictional area;
4. The activities must be performed by each individual non-exempt family member. That is, that a family member may not satisfy the requirement on behalf of another family member. That

includes making up delinquent hours as part of a Family Compliance Agreement.

Caring for the children of other residents so they may volunteer is an eligible activity.

Alternatively, mandatory CSSR participants may fulfill all or part of their participation requirement by participating in an economic self-sufficiency program that meets the following criteria:

1. Is designed to improve the participant's ability to participate in the workforce;
2. Hours of participation can be verified by an official of the agency providing the program; or
3. Has been approved as an eligible economic self-sufficiency program by the community development department.

The following are examples of eligible economic self-sufficiency programs:

- PHA Family Self-Sufficiency Program;
- Welfare-to-Work Program;
- School or other education such as GED or ESL classes;
- Vocational training or apprenticeship;
- Computer or other job training;
- Life skills or survival skills training;
- Substance abuse or mental health treatment; or
- Financial or household management.

#### **Eligible Community Service and Economic Uplift Programs**

In order to meet the community service requirements, residents must participate for at least eight (8) hours per month in a community service program that meets the following criteria:

1. The community service is performed on behalf of a nonprofit or public agency or a duly elected Resident Council (political activity does not count toward community service requirements);
2. The service rendered furthers the mission of that agency; and
3. The hours worked can be verified by an official of that agency.

Alternatively, mandatory community service participants may fulfill all or part of their participation requirement by participating in an economic uplift program that meets the following criteria:

1. Is designed to improve the participant's ability to participate in the workforce;
2. Hours of participation can be verified by an official of the agency providing the program.
3. Has been approved as an eligible economic uplift program by the Economic Development Coordinator.

The following are examples of eligible economic uplift programs:

1. Family Self-Sufficiency Program;
2. Welfare-to-Work Program
3. School or other education such as GED or ESL classes;
4. Vocational training or apprenticeship;
5. Computer or other job training;
6. Life skills or survival skills training;
7. Substance abuse or mental health treatment;

8. Financial or household management.

Because economic uplift programs teach valuable skills that will help residents become self-sufficient, it will be HACA's policy to encourage residents to fulfill the community service requirement by participating in economic uplift programs whenever possible.

**8.) SAFETY AND CRIME PREVENTION**

- 1.) Resident councils are encouraged to form resident patrols, Apartment Residents on Watch (AROW) at the sites. The Austin Police Department has conducted several safety meetings and participates in the Nation Night Out events to encourage the residents to become more involved in crime prevention.
- 2.) Through reporting conducted the HACA Safety Coordinator, the off-duty officers, site-based staff and residents, safety of the property is monitored by:
  - The Housing Authority is continually reviewing the sites to determine if more lighting is necessary and to replace broken fixtures;
  - The Housing Authority has replaced the door locks at all the sites. It is the policy to repair/change broken door locks within 24 hours of notification;
  - Security screens and doors have been installed at all family sites;
  - All broken glass and graffiti are abated upon notification; and
  - The Housing Authority has a Zero Tolerance policy regarding criminal activity and this information is given to the residents at orientation and upon move-in (lease agreement). Managers follow the guidelines set forth in the occupancy manual, the HACA lease, and current state laws to ensure the residents follow the rules of the lease agreement
- 3.) The Housing Authority hires and schedules off-duty police officers to regularly patrol the developments. The Housing Authority and Austin Police Department have partnered to provide a full-time regular police officer to serve as a liaison between both agencies. This partnership provides constant dialogue between the APD liaison, the area APD District Representatives, and the HACA residents and staff. HACA has benefited with quicker response times from APD and more community involvement from the residents.

**9.) PET POLICY-PUBLIC HOUSING RESIDENT PET POLICY**

- I. **General Statement.** Residents of HACA are allowed to own and keep common household pets in their respective units in accordance with the following rules and regulations:
  - A. Prior written HACA approval, evidenced by a signed pet lease addendum, must be obtained prior to a resident owning or keeping a Common Household Pet in the dwelling unit;
  - B. Annual registration of the Common Household Pet by the resident with the City of Austin prior to bringing such authorized pet onto the development premises;
  - C. No more than two common household pets per unit;
  - D. Dogs and cats must not weigh over 30 pounds each when fully grown;
  - E. Birds, rodents and turtles must be caged at all times. Aquariums must not be over

ten (10) gallons each;

- F. Residents must show written proof from a licensed veterinarian of annual rabies, distemper and all other inoculations required by state or local law;
- G. Dogs and cats are allowed on all floors at Lakeside, Gaston Place, Salina and North Loop;
- H. Residents must abide by state and local laws governing the owning and keeping of pets;
- I. Dogs and cats shall remain inside the resident's unit. No animals shall be permitted to be loose in hallways, lobby areas, laundromats, community rooms, yards or other common areas;
- J. When taken outside the unit, dogs and cats must be kept on a leash and controlled by an adult;
- K. Residents shall not allow their pet to disturb, interfere or diminish the peaceful enjoyment of other residents. The terms disturb, interfere and diminish shall include, without limitation, barking, urinating in hallways, common areas or doorways, howling, chirping, biting, scratching and other like activities;
- L. Residents must provide litter boxes for cat waste, which must be kept in the dwelling unit. Residents shall neither allow refuse from litter boxes to accumulate nor to become unsightly or unsanitary;
- M. Residents are solely responsible for cleaning up pet droppings, if any, outside the unit and/or on the development grounds. Droppings must be disposed of by being placed in a sack and then placed in a HACA container outside the development building;
- N. Residents shall take adequate precautions and measures necessary to eliminate pet odors within or around the unit and shall maintain the unit in a sanitary condition at all times;
- O. If pets are left unattended for a period of twenty-four (24) hours or more, HACA may enter the dwelling unit, remove the pet and transfer it to the proper authorities. HACA accepts no responsibility for the animal under such circumstances;
- P. Residents shall not alter their unit, patio or unit area in order to accommodate a pet;
- Q. Residents are responsible for all damages caused by their pets including, without limitation, the cost of cleaning of carpets or fumigation of units;
- R. Residents are prohibited from feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without the written permission of HACA;
- S. Should a resident's pet give birth to a litter, the resident shall within six (6) weeks from birth remove all animals (including the litter and mother) except resident will be allowed to retain two (2) common household pets in the unit as provided herein.
- T. Residents must identify an alternate custodian in the event of resident illness or other absence from the dwelling unit;
- U. Pets not owned by a the resident shall not be kept on a temporary basis;
- V. HACA has the right to require removal of a pet if the pet's conduct or condition is determined in the sole judgment of HACA, to constitute a nuisance or threat to

other residents or staff;

- W. HACA may refuse pet ownership to any resident whom HACA has reason to believe is unable to care for a pet properly;
- X. Pets are not to be left chained or leashed outside the unit while unattended;
- Y. Food must be sealed in a container inside the unit;
- Z. HACA has the right to inspect a resident's unit without prior notice if HACA has reason to suspect the pet is not being cared for or that the resident is unable to properly care for the pet;
- AA. The resident must be present during a scheduled dwelling unit inspection of a unit occupied by any and all pets.

- II. **Common Household Pet.** A Common Household Pet is defined as any domesticated dog, cats, birds, rodents, turtles and fish which are kept in HACA approved aquariums not maintained for commercial purposes.
- III. **Animals that Assist the Handicapped/Disabled.** This Chapter shall not be applied in a manner that would prohibit those individuals regarded as handicapped/disabled from realizing the benefits of housing via a reasonable accommodation of exemption to policy, provided such exemption would not cause an undue administrative burden. Such an exemption must be accompanied by a professional medical opinion attesting to the resident's need for an assistance animal.
- IV. **Violations of the Pet Policy.** The violation of one or more of the provisions of this pet policy will be considered a violation of the dwelling lease agreement and may be grounds for the termination of the resident's lease agreement.
- V. **Pet Deposit.** There is a mandatory pet deposit **per pet** in the amount of \$50.00. The pet deposit may be used by HACA, in its discretion, to pay for reasonable expenses directly attributable to the presence of the dog or cat to the property including, without limitation, the cost of repairs and replacements to, and fumigations of, the resident's dwelling unit, as well as damage to any public or common areas caused by the pet. In the event that the pet deposit or any part of it is used by HACA to pay for such reasonable expenses, HACA will notify the resident and the resident will be required to replenish the deposit. The resident must pay the entire amount of the pet deposit prior to the execution of the lease and lease addendum.
- VI. **Pet Deposit Refund.** HACA shall refund the unused portion of the pet deposit to the resident within a reasonable time, not to exceed thirty (30) days, after the resident moves from the unit or no longer owns or keeps the pet in the dwelling unit.

**Vicious or Dangerous Pets.** Notwithstanding anything to the contrary, Residents are prohibited from owning or keeping in the unit pets which HACA reasonably believes to be dangerous or vicious to other pets, residents or staff including, without limitation, pit bulls, Doberman pinschers, and poisonous reptiles or arachnids.

#### **10.) CIVIL RIGHTS CERTIFICATION**

The PHA certifies that it will carry out in the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and title II of the Americans Disability Act of 1990. The PHA will affirmatively further fair housing by examining its programs and/ or proposed programs, identify any impediments to fair housing choice within the programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the housing

authority's involvement and maintain records reflecting these analyses and actions.

### **11.) FISCAL YEAR AUDIT**

The housing authority is 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)). The 2007-2008 audit had no findings and was submitted to the U.S. Department of HUD.

### **12.) ASSET MANAGEMENT**

The housing authority has engaged long-term asset management of its public housing stock through development-based accounting and comprehensive stock assessment to plan for long-term operations, capital investment, rehabilitation, modernization, disposition, and other needs to sustain the current public housing inventory.

### **13.) VIOLENCE AGAINST WOMEN ACT (VAWA)-NOTICE TO SECTION 8 AND PUBLIC HOUSING TENANTS**

**1. BACKGROUND:** On January 5, 2006, President Bush signed VAWA into law as Public Law 109-162. The Violence Against Women and Justice Department Reauthorization Act of 2005 protects tenants and family members of tenants who are victims of domestic violence, dating violence, or stalking from being evicted or terminated from housing assistance based on acts of such violence against them. These provisions apply both to public housing agencies administering public housing and the Housing Choice Voucher program.

#### **2. DEFINITIONS: The following defines who is eligible for the provisions under VAWA:**

**Domestic Violence:** Includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim share a child in common, by a person who is cohabitated with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Dating Violence:** Violence committed by a person:

(A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; and (iii) the frequency of interaction between the persons involved in the relationship.

**Stalking:** to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or to place under surveillance with the intent to kill, injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (i) that person; (ii) a member of the immediate family of that person; or (iii) the spouse or intimate partner of that person.

**Immediate Family Member:** a spouse, parent, brother or sister, or child of the person, or an individual to whom that person stands in loco parentis (in place of a parent); or any other person living in the household of that person and related to that person by blood or marriage.

### **3. WHAT PROTECTIONS ARE PROVIDED by VAWA?**

A. Protections for the applicant - A Public Housing Agency (PHA), owner or manager may not deny admission to an applicant (male or female) who has been a victim of domestic violence, dating violence or stalking if the applicant otherwise qualifies for assistance or admissions.

The law also provides that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed as serious or repeated violations of the lease by the victim or threatened victim of that violence and will not be "good cause" for termination of the assistance, tenancy, or occupancy rights of a victim of such violence.

### **4. WHAT ABOUT THE PERPETRATOR (abuser)?**

If the perpetrator (abuser) is a member of the victim's household, the housing authority has the authority to require the individual to leave the household as a condition of providing continued assistance to the remaining members of the family. The property owner or manager may also evict the perpetrator (abuser) for his or her acts of domestic violence, but the property owner or manager may not penalize the victim unless the property owner/manager can show there is an actual and imminent threat to the safety of other tenants or staff if the family is not evicted.

### **2. CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE OR STALKING:**

An applicant claiming that the cause of an unfavorable history is that a member of the applicant family is or has been a victim of domestic violence, dating violence, or stalking must provide documentation (1) demonstrating the connection between the abuse and the unfavorable history and (2) naming the perpetrator of the abuse. The documentation may consist of any of the following:

- A statement signed by the victim certifying that the information provided is true and correct and that it describes bona fide incident(s) of actual or threatened domestic violence, dating violence, or stalking
- A police or court record documenting the domestic violence, dating violence, or stalking
- Documentation signed by a person who has assisted the victim in addressing domestic violence, dating violence, or stalking, or the effects of such abuse. This person may be an employee, agent, or volunteer of a victim service provider; an attorney; or a medical or other knowledgeable professional. The person signing the documentation must attest under penalty of perjury to the person's belief that the incidents in question are bona fide incidents of abuse. The victim must also sign the documentation.

HACA is sensitive to the fact that the delivery of the certification form to the tenant in response to an incident via mail may place the victim at risk, e.g., the abuser may monitor the mail. Therefore, HACA has included the attached certification form for future use and also the document is available at our office at 1124 S IH 35, Austin, Texas 78704. It is also available at your housing manager's office.

### **7. 14 DAY DUE DATE TO RETURN THE FORM HUD 50066 WITH DOCUMENTATION**

If the individual does not provide the form HUD - 50066 with the required documentation by the 14th business day or any extension of the date provided by HACA, none of the protections afforded to the victim of domestic violence, dating violence or stalking by sections 606 or 607 will apply. HACA, or the property owner or manager would therefore be free to evict, in the circumstances authorized by otherwise applicable law and lease provisions, without regard to the amendments made by Sections 606 and 607.

**8. CONFIDENTIALITY**

All information provided HACA or the property owner or manager relating to the incident(s) of domestic violence, including the fact that an individual is a victim of domestic violence, dating violence, or stalking, must be retained in confidence by HACA or property owner or manager, and must not be entered into any shared database nor provided to a related entity, except to the extent that the disclosure is (i) requested or consented by the individual in writing; (ii) required for use in an eviction proceeding or termination of assistance; or, (iii) otherwise required by applicable law. The HUD-approved certification form provides notice to the tenant of the confidentiality of the form and the limits thereof.

**9. LIMITATIONS OF VAWA**

The Housing Authority and property owner/manager retain the authority to terminate the tenancy, occupancy, or program assistance of a victim as long as they are not holding the victim to standards more demanding than the standard to which other tenants are held. Such conditions may include:

- A. The property owner or manager may evict an assisted family for serious or repeated lease violations that are unrelated to the domestic violence, dating violence, or stalking.
- B. The housing authority or property owner/manager can demonstrate an “actual and imminent threat to other tenants or those employed at or providing services to the property” if the tenancy, occupancy, or program assistance of the victim is not terminated.

7.0

**Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers**

**A.) Hope VI, Mixed Finance Modernization or Development:** No activity planned for the 2009 FFY.

**B.) Demolition and/or Disposition**

HACA will retain a consultant with detailed knowledge of affordable housing and the public process. The consultant will assist with evaluating all HACA owned properties and prioritize as to the highest and best use. HACA will commit to ongoing public input into any re-development plans by soliciting input from residents, advocates, neighborhood groups and other stakeholders. HACA will commit to ensuring that a one for one replacement of all affected public housing units is met and there will be no net loss of existing public housing inventory. In summation, no current residents living at a HACA property that may be redeveloped will be left without housing.

Timeline for activity:

- a. Actual or **projected evaluation start** date of activity: Spring 2007
- b. **Projected** end date of activity: Winter 2009

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Scattered Sites
1b. Development (project) number: TX00127
2. Activity type-Disposition <i>HACA plans to submit an application for the disposition of the 22 Scattered Site homes under Section 32 of the HUD Homeownership Program. These homes will be placed in Housing Authority of the City of Austin’s Lease to Own Homeownership. Each home will only be disposed upon the unit becoming vacant, thus, no families will be displaced from their units.</i>
3. Application status-Planned application

4. Date application approved, submitted, or <b>planned for submission:</b> <u>January 2009</u>
5. Number of units affected: 22
6. Coverage of action-Total development
7. Timeline for activity: a. Actual or <b>projected start</b> date of activity: <u>Spring 2009</u> b. <b>Projected</b> end date of activity: <u>ongoing</u>

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <u>1640A and 1640B E. Second Street (former Central Offices)</u>
1b. Development (project) number: TX001
2. Activity type: Disposition <u>HACA will dispose of these two buildings and transfer these assets to its nonprofit subsidiary, Austin Affordable Housing Corporation.</u>
3. Application status -Planned application
4. Date application approved, submitted, or <b>planned for submission:</b> <u>February 2009</u>
5. Number of units affected: 0- <u>No public housing units will be affected.</u>
6. Coverage of action-Total development
7. Timeline for activity: a. Actual or <b>projected start</b> date of activity: <u>Winter 2008/Spring 09</u> b. <b>Projected</b> end date of activity: <u>Winter 2008/Spring 2009</u>

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <u>Warehouse-205 Chicon</u>
1b. Development (project) number: TX001
2. Activity type: Disposition <u>HACA will dispose of this building and transfer these assets to its nonprofit subsidiary, Austin Affordable Housing Corporation.</u>
3. Application status -Planned application
4. Date application approved, submitted, or <b>planned for submission:</b> <u>February 2009</u>
5. Number of units affected: 0- <u>No public housing dwellings development will be affected.</u>
6. Coverage of action-Total development
7. Timeline for activity: a. Actual or <b>projected start</b> date of activity: <u>Winter 2008</u> b. <b>Projected</b> end date of activity: <u>Winter 2008</u> b. Projected end date of activity: <u>ongoing</u>

**C. Conversion of Public Housing-**There are no plans for the conversion of public housing.

**D. Homeownership Programs-**HACA administers a Homeownership Program through its nonprofit subsidiary, Austin Affordable Housing Corporation, as Down Payment Assistance Program.

**E. Project-based Vouchers-**There are no plans at this time for HACA to project-base any vouchers for the acquisition or development of properties.

8.0	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.																																																								
8.1	<b>Capital Fund Program Annual Statement/Performance and Evaluation Report. Capital Fund Program (CFP) Part I: Summary-</b> Original Annual Statement Capital Fund Grant Number TX59-P001-50109 FFY of Grant Approval: <u>(04/2009)</u> <b>See as an attachment</b>																																																								
8.2	<b>Capital Fund Program Five-Year Action Plan.</b> See Attachements																																																								
8.3	<b>Capital Fund Financing Program (CFFP).</b> -Not Applicable to HACA																																																								
9.0	<p><b>Housing Needs</b></p> <p>Based on the City of Austin’s 2008-09 Action Plan and 2005-2009 Consolidated Plan and the U.S. Census data through the Comprehensive Housing Affordability Strategy (“CHAS”) dataset 2000 Profile of General Demographic Characteristics, the Housing Authority of the City of Austin has deemed the following needs for the Austin community:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="8" style="text-align: center;"><b>Housing Needs of Families in the Jurisdiction by Family Type</b></th> </tr> <tr> <th>Family Type</th> <th>Overall</th> <th>Afford-ability</th> <th>Supply</th> <th>Quality</th> <th>Access-ibility</th> <th>Size</th> <th>Loca-tion</th> </tr> </thead> <tbody> <tr> <td>Income &lt;= 30% of AMI</td> <td>31,163</td> <td>5</td> <td>5</td> <td>5</td> <td>5</td> <td>N/A</td> <td>5</td> </tr> <tr> <td>Income &gt;30% but &lt;=50% of AMI</td> <td>46,277</td> <td>5</td> <td>5</td> <td>5</td> <td>5</td> <td>N/A</td> <td>5</td> </tr> <tr> <td>Income &gt;50% but &lt;80% of AMI</td> <td>40,427</td> <td>5</td> <td>5</td> <td>5</td> <td>5</td> <td>N/A</td> <td>5</td> </tr> <tr> <td>Elderly</td> <td>52,297</td> <td>5</td> <td>5</td> <td>5</td> <td>5</td> <td>N/A</td> <td>5</td> </tr> <tr> <td>Families with Disabilities</td> <td>111,514</td> <td>5</td> <td>5</td> <td>5</td> <td>5</td> <td>N/A</td> <td>5</td> </tr> </tbody> </table>	<b>Housing Needs of Families in the Jurisdiction by Family Type</b>								Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion	Income <= 30% of AMI	31,163	5	5	5	5	N/A	5	Income >30% but <=50% of AMI	46,277	5	5	5	5	N/A	5	Income >50% but <80% of AMI	40,427	5	5	5	5	N/A	5	Elderly	52,297	5	5	5	5	N/A	5	Families with Disabilities	111,514	5	5	5	5	N/A	5
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9.1	<p><b>Strategy for Addressing Housing Needs.</b></p> <p><b>(1) Strategies</b></p> <p><b>Need: Shortage of affordable housing for all eligible populations</b></p> <p><b>Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:</b></p> <ul style="list-style-type: none"> <li>• Employ effective maintenance and management policies to minimize the number of public housing units off-line</li> <li>• Reduce turnover time for vacated public housing units</li> <li>• Section 8 lease-up rates by establishing payment standards that will enable families to rent</li> </ul>
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- throughout the jurisdiction
- 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

**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.

**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

**10.0 Additional Information.**

(a) The Housing Authority of the City of Austin has accomplished the following goals of its Five-Year Plan:

**Increase the availability of decent, safe and affordable housing.**

- HACA currently serves 5,127 families through the Housing Choice Voucher program and 1,928 families through the Public Housing program.
- HACA administers (50) Single Room Occupancy (SRO) Mod Rehab Units
- HACA has performed due diligence on several apartment complexes within the Austin metropolitan area and purchased four apartment complexes through Austin Affordable Housing Corporation-thus preserving the affordable housing stock in Austin Additionally 18 individual condominium units have been purchased .
- HACA has provided extensive landlord outreach of the HCV program to include distribution of a quarterly newsletter informing participants of the program general guidelines and other information.
- HACA created its own down payment assistance homeownership program in 2004 for both Public

Housing and Housing Choice Voucher tenants. Additionally, in 2006, HACA created a “Lease to Own” homeownership program to serve HACA clients who wish to become homeowners but are unable to do so because of unfavorable credit issues. The Lease to Own program can be used in conjunction with the HACA down payment assistance program.

**Improve community quality of life and economic vitality**

- HACA continues to monitor both the Housing Choice Voucher and Public Housing waitlists. The waitlist for the Housing Choice Voucher program was reopened July 11-13, 2006. HACA received over 6, 500 applicants. The Public Housing waitlist is currently open. HACA ensures deconcentration efforts are being met through continuous monitoring of both waitlists.
- HACA has continued its relationship with the Austin Police Department (APD) by having an APD officer assigned to HACA, as a community liaison. There is also a police substation located at Rosewood Courts.
- HACA continues to provide security lighting improvements and fencing improvements.
- HACA has provided security access cards to three Elderly/Disabled sites.
- HACA created the Six Star Public Housing Resident Program to further the opportunities for residents to become self-sufficient. In 2008, the first participant graduated from the program and is completely free of public assistance provide by the housing authority.

**Promote self-sufficiency and asset development of families and individuals**

- HACA has continued to encourage families to become self-sufficient through on-site locations of the many community partnership programs to provide workforce development skills. Additionally, there are on-site partners to provide education, after-school program and enrichment programs to the youth.

**(b) Criteria of Substantial Deviation and Significant Amendments**

HUD statute, PIH Notice 99-51, requires that public housing authorities explain “substantial deviations” from the 5-Year Plan in their Annual Plans. The statute also provides that, while public housing authorities may change or modify their plans or policies described in them, any “significant amendment or modification” to the plan would require public housing authorities to submit a revised PHA Plan that has met full public process requirements. The following circumstances will constitute a modification to this agency’s PHA plan:

\*changes made to the admissions policies, organization of the waiting list and/or tenant rent payments;

\*addition of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or changes in use of replacement reserve funds under the Capital Fund in the amount of 10% or more of the annual grant;

\*any changes with regard to demolition or disposition, designation, homeownership programs or conversion activities.

**(c) Follow-Up Plan to Resident Assessment Satisfaction Survey**

**Communication:**

- HACA has strived over the last several years to improve its communication with its residents. A newsletter, “HACA One Voice” is delivered a week prior to the commencement of the upcoming month to inform the residents of current and upcoming activities. Additionally, inside the newsletter is an insert specific to the needs of the residents. An incentive, a supermarket gift card, is awarded to residents who read the newsletter and are able to identify three articles/topics that relate to the resident. This incentive program encourages the residents to read the One Voice. Additionally, surveys are mailed to and flyers are delivered to all the residents as to when the Capital Fund Program (modernization) public meetings will be held at their developments and encourage resident participation for future modernization efforts. A resident calendar is created and distributed on an annual basis that addresses various resident topics.

- There is management at all sites and two district managers are available to address questions and concerns that the residents may have. There are also family self-sufficiency specialists assigned to different sites that work closely with the resident councils and various community partners to bring services on-site and opportunities that may not otherwise be available. The managers and staff strive for customer service at all times. In addition to the Resident Assessment Satisfaction Survey, HACA has implemented it's own customer satisfaction survey to ensure all customers of HACA are properly served.
- The Housing Authority has many sites with resident councils. The agency through its many local partners provides many activities to encourage resident participation and promote self-sufficiency activities.
- A "Did You Know" campaign continues to be implemented to educate residents and staff on upcoming projects and activities taking place.

**Safety:**

- The Housing Authority hires and schedules off-duty police officers to regularly patrol the developments. The Housing Authority and Austin Police Department have partnered to provide a full-time regular police officer to serve as a liaison between both agencies. This partnership provides constant dialogue between the APD liaison, the area APD District Representatives, and the HACA residents and staff. HACA has benefited with quicker response times from APD and more community involvement from the residents.
- Through reporting conducted the HACA Safety Coordinator, the off-duty officers, site-based staff and residents, building lights have been repaired and monitored by on-site staff to ensure proper operation. The Housing Authority is continually reviewing the sites to determine if more lighting is necessary.
- The Housing Authority has replaced the door locks at all the sites. It is the policy to repair/change broken door locks within 24 hours of notification. Also, security screens and doors have been installed at all family sites. All broken glass and graffiti are abated upon notification.
- The Housing Authority has a Zero Tolerance policy regarding criminal activity and this information is given to the residents at orientation and upon move-in (lease agreement). Managers follow the guidelines set forth in the occupancy manual, the HACA lease, and current state laws to ensure the residents follow the rules of the lease agreement.
- Resident councils are encouraged to form resident patrols at the sites. The APD liaison has conducted several safety meetings and participates in the Nation Night Out events to encourage the residents to become more involved in crime prevention.

**Neighborhood Appearance:**

- All of the Housing Authority developments have received modernization through the Capital Fund Program. Many of the sites have received both interior and exterior work, sidewalks and parking lots repaired/resurfaced, lawn care services and tree trimming within the last year. New playground equipment has been installed at many of the sites. All sites have attractive development signs. Curb appeal is very apparent at all developments.
- All abandoned and unserviceable vehicles are regularly identified, tagged and removed in accordance with city ordinance. The site staffs walk their properties daily and all trash/litter, graffiti and broken glass is removed immediately. Curb appeal is stressed and the sites reflect a manicured attractive place to live and a raise a family.
- For over ten years, the Housing Authority has contracted an exterminator to treat all units. Units are sprayed on a monthly basis and more frequently to aggressive combat any infestations.

HACA continues to maintain less than a 20-day unit turn around time. The on-site maintenance prepares the dwelling and ensures the unit is secured.

11.0	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> <li>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</li> <li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li> <li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li> <li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li> <li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li> <li>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</li> <li>(g) Challenged Elements</li> <li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</li> <li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</li> <li>(j) PHA Board Resolution</li> <li>(k) Certification by State or Local Official of PHA Plans Consistency with Consolidated Plan</li> <li>(l) 2008, 2007, 2006 CFP P&amp; E Reports</li> </ul>
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

## **Instructions form HUD-50075**

**Applicability.** This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

### **1.0 PHA Information**

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

### **2.0 Inventory**

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

### **3.0 Submission Type**

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

### **4.0 PHA Consortia**

Check box if submitting a Joint PHA Plan and complete the table.

### **5.0 Five-Year Plan**

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

**5.1 Mission.** A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

**5.2 Goals and Objectives.** Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

**6.0 PHA Plan Update.** In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

#### **PHA Plan Elements.** (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

**7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers**

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm)  
**Note:** This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

**8.0 Capital Improvements.** This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

**8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.** PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

**8.2 Capital Fund Program Five-Year Action Plan**

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

**8.3 Capital Fund Financing Program (CFFP).** Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

**9.0 Housing Needs.** Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**9.1 Strategy for Addressing Housing Needs.** Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**10.0 Additional Information.** Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

**11.0 Required Submission for HUD Field Office Review.** In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

**ATTACHMENT A**

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 2009, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

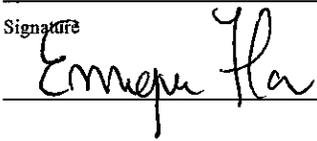
Housing Authority of the City of Austin  
 PHA Name

TX001  
 PHA Number/HA Code

     5-Year PHA Plan for Fiscal Years 20     - 20    

  X   Annual PHA Plan for Fiscal Years 2009 - 2010

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official  Enrique "Henry" Flores	Title  Chairman
Signature 	Date  12/18/2009

**ATTACHMENT B**

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Housing Authority of the City of Austin

Program/Activity Receiving Federal Grant Funding

2009 Captial Fund Program Grant

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

All Public Housing Properties Agency-wide

Check here  if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

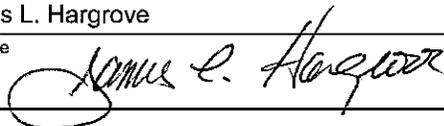
James L. Hargrove

Title

President & CEO

Signature

X



Date

12/18/2008

## **ATTACHMENT C**

# Certification of Payments to Influence Federal Transactions

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

Applicant Name

Housing Authority of the City of Austin

Program/Activity Receiving Federal Grant Funding

2009 Capital Fund Program Grant

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

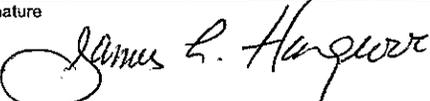
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official James L. Hargrove	Title President & CEO
Signature 	Date (mm/dd/yyyy) 12/18/2008

**ATTACHMENT D**

**DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input checked="" type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Housing Authority of the City of Austin 1124 S. IH-35 Austin, TX 78704  Congressional District, if known: 25th, Texas	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>   Congressional District, if known:	
<b>6. Federal Department/Agency:</b>  U.S. Department of Housing and Urban Development	<b>7. Federal Program Name/Description:</b>  2009 Capital Fund Program  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b>  \$	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>  N/A	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>James L. Hargrove</u> Print Name: <u>James L. Hargrove</u> Title: <u>President &amp; CEO</u> Telephone No.: <u>512-477-4488</u> Date: <u>12/18/2009</u>	
<b>Federal Use Only:</b>	Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

**ATTACHMENT E**

**DISCLOSURE OF LOBBYING ACTIVITIES  
CONTINUATION SHEET**

Approved by OMB  
0348-0046

Reporting Entity: Housing Authority of the City of Austin Page 1 of 1

Not applicable.

Attachment F  
Resident Advisory Board (RAB) Comments

The announcement of the 2009 Annual Plan was presented before the Resident Advisory Board (RAB) to attend the Public Hearing on December 9, 2008. The Public Hearing commenced at 11:00 p.m. in which the agency did not receive any comments from the Resident Advisory Board. Additionally, the agency did not receive any written comments during the 45-day comment period from the Resident Advisory Board.

**ATTACHMENT G**

# Texas RioGrande Legal Aid, Inc.

4920 North IH-35  
Austin, Texas 78751  
Telephone (512) 374-2700  
FAX (512) 447-3940 TDD (512) 441-9487  
TOLL FREE 1-800-369-9270

Fred Fuchs - 374-2720

December 10, 2008

Mr. James L. Hargrove  
President/Chief Executive Officer  
Housing Authority of the  
City of Austin  
1124 South IH-35  
Austin, Texas 78704

Re: *Comments on Annual Plan for Fiscal Year 2009*

Dear Mr. Hargrove:

This is in response to the solicitation for comments on the Housing Authority's proposed plan for fiscal year 2009. We have two comments.

Page 39 - Demolition and Disposition: The Housing Authority is commended for not proposing to demolish or dispose of any of its multifamily apartment complexes. At a time when increasing numbers of families need very-low income housing, it is vital that Austin not demolish or dispose of even one such apartment. Rather, the Housing Authority must place its emphasis on improving and maintaining its existing stock of multifamily apartments.

Page 58 - Violence Against Women Act: You require that a victim of domestic violence, dating violence, or stalking must certify that she/he is a victim and also submit either a police or court record or documentation signed by a third party with whom the victim is working.

This conflicts with HUD's interim regulation which allows solely for self-certification as one of the three possible certification methods. See 73 Fed. Reg. 72336, 72341 at § 5.2007 (Nov. 28, 2008) (effective December 29, 2008). Thus, this provision must be changed to show that the certification may be either (1) a self-certification, or (2) a certification by a police or court record, or (3) a certification by a third-person working with the victim. Each of the certification forms is sufficient by itself without more.

## Texas RioGrande Legal Aid, Inc.

4920 North IH-35  
Austin, Texas 78751  
Telephone (512) 374-2700  
FAX (512) 447-3940 TDD (512) 441-9487  
TOLL FREE 1-800-369-9270

Thank you for the opportunity to comment. Please call me with any questions.

Sincerely,

A handwritten signature in black ink that reads "Fred Fuchs". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Fred Fuchs

Mailed by fax (477-0953) and First Class Mail

**ATTACHMENT H**

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		Grant Type and Number Capital Fund Program Grant No: TX69-P001-50109 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2009		
PHA Name: Housing Authority of the City of Austin		Revised Annual Statement (revision no: ) Final Performance and Evaluation Report		FFY of Grant Approval:		
Type of Grant	Reserve for Disasters/Emergencies	Total Estimated Cost	Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup>	Expended
Line	Summary by Development Account	Original				
1	Total non-CFF Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>					
3	1408 Management Improvements	149,982				
4	1410 Administration (may not exceed 10% of line 21)	284,538				
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	231,700				
8	1440 Site Acquisition					
9	1450 Site Improvement	654,158				
10	1460 Dwelling Structures	1,244,820				
11	1465.1 Dwelling Equipment—Nonexpendable	120,000				
12	1470 Non-dwelling Structures	140,000				
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <sup>4</sup>					
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)	20,190				
20	Amount of Annual Grant: (sum of lines 2 - 19)	2,845,388				
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities	83,500				
23	Amount of line 20 Related to Security - Soft Costs	85,000				
24	Amount of line 20 Related to Security - Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures	175,000				

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFF Grants for operations.  
<sup>4</sup> 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  
 Expires 4/30/2011

<b>Part I: Summary</b>	
PHA Name: Housing Authority of the City of Austin	Grant Type and Number Capital Fund Program Grant No.: TX-P001-50109 Date of CFFP: _____
Replacement Housing Factor Grant No: _____	
FFY of Grant: 2009 FFY of Grant Approval: _____	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: Line Summary by Development Account	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report
Total Estimated Cost	Revised <sup>2</sup>
Total Actual Cost <sup>1</sup>	Expended
Signature of Executive Director 	Signature of Public Housing Director
Date 01/06/2009	Date





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

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

2009 Initial Application TX59-P001-50109

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost		Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended	
HA	OPERATING	1406						
HA	ADMINISTRATION (Mgmt Fee)	1410		284,538.00				
HA	MANAGEMENT IMPROVEMENTS	1408						
	Resident Initiatives(See Sites)	1502						
	CONTINGENCY	450/60/75/95		20,190.00				
AMP 1	TX1 CHALMERS COURT							
	Water Heater Replacements	1465		25,000.00				
	Construction Management	1460		1,250.00				
	Management Improvements	1408		790.00				
	Maintenance Improvements	1408		790.00				
	Resident Initiatives	1408		10,650.00				
	Fees & Costs	1430		5,000.00				
AMP 2	TX2 ROSEWOOD COURT							
	Water Heater Replacements	1465		25,000.00				
	Construction Management	1460		1,250.00				
	Resident Initiatives	1408		8,360.00				
	TX8 SALINA							
	Exterior Lighting Improvements	1450		10,000.00				
	Grounds Improvements	1450		25,000.00				
	Construction Management	1460		2,750.00				
	Management Improvements	1408		780.00				
	Maintenance Improvements	1408		790.00				
	Resident Initiatives	1408		2,160.00				
	Fees & Costs	1430		15,000.00				

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

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

2009 Initial Application TX59-P001-50109

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost			Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended		
AMP3	<b>TX3 SANTA RITA COURT</b>								
	Management Improvements	1408		412.00					
	Maintenance Improvements	1408		525.00					
	Resident Initiatives	1408		6,540.00					
AMP4	<b>TX4 MEADOWBROOK</b>								
	FLC Improvements	1470		50,000.00					
	Fencing	1450		25,000.00					
	Sidewalk/Parking/Drive Improvements	1450		50,000.00					
	Construction Management	1460		7,750.00					
	Management Improvements	1408		815.00					
	Maintenance Improvements	1408		790.00					
	Resident Initiatives	1408		10,780.00					
	Fees & Costs	1430		15,000.00					
AMP5	<b>TX5 BOOKER T. WASHINGTON</b>								
	Interior Renovations, Phase II	1460		300,000.00					
	Retaining Walls & Erosion Control	1450		100,000.00					
	Construction Management	1460		16,250.00					
	Management Improvements	1408		1,155.00					
	Maintenance Improvements	1408		1,315.00					
	Resident Initiatives	1408		14,560.00					
	Fees & Costs	1430		25,000.00					
AMP7	<b>TX7 LAKESIDE APTS.</b>								
	Common Area Improvements	1450		25,000.00					
	Interior Renovations	1460		75,000.00					
	Exterior Walkway Cleaning & Improvements	1450		75,000.00					

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

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

2009 Initial Application TX59-P001-50109

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost			Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended		
	Construction Management	1460		8,750.00					
	Management Improvements	1408		845.00					
	Maintenance Improvements	1408		790.00					
	Resident Initiatives	1408		11,050.00					
	Fees & Costs	1430		20,000.00					
AMP9	TX9 GASTON PLACE								
	HVAC Replacements	1465		20,000.00					
	Common Area Improvements & Lighting	1460		20,000.00					
	Construction Management	1460		3,000.00					
	Management Improvements	1408		445.00					
	Maintenance Improvements	1408		525.00					
	Resident Initiatives	1408		6,740.00					
	Fees & Costs	1430		2,500.00					
AMP 10	TX10 BOULDIN OAKS								
	Clothesline Repairs & Replacements	1460		15,000.00					
	Parking & Driveway Improvements	1450		50,000.00					
	Construction Management	1460		3,500.00					
	Management Improvements	1408		800.00					
	Maintenance Improvements	1408		525.00					
	Resident Initiatives	1408		9,700.00					
	Fees & Costs	1430		10,000.00					
AMP 11	TX11 THURMOND HEIGHTS								
	Interior Renovations (Phase I)	1460		100,000.00					
	Roof Replacements (Insurance)	1460		50,000.00					
	HVAC Replacements (Phase I)	1460		60,000.00					
	Construction Management	1460		11,750.00					

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

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

2009 Initial Application TX59-P001-50109

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost			Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended		
	Management Improvements	1408		775.00					
	Maintenance Improvements	1408		790.00					
	Resident Initiatives	1408		9,700.00					
	Fees & Costs	1430		20,000.00					
<b>AMP 12</b>	<b>TX12 GEORGIAN</b>								
	Erosion & Foundation repairs	1450		50,000.00					
	Community & Management Bldg Repairs	1470		75,000.00					
	Construction Management	1460		6,250.00					
	Management Improvements	1408		410.00					
	Maintenance Improvements	1408		525.00					
	Resident Initiatives	1408		6,330.00					
	Fees & Costs	1430		20,000.00					
<b>AMP 15</b>	<b>TX15 NORTH LOOP</b>								
	Interior Renovations (Phase I)	1450		125,000.00					
	Elevator Improvements	1450		50,000.00					
	Construction Management	1460		9,500.00					
	Management Improvements	1408		970.00					
	Maintenance Improvements	1408		525.00					
	Resident Initiatives	1408		8,760.00					
	Fees & Costs	1430		20,000.00					
<b>AMP 16</b>	<b>TX16 NORTHGATE</b>								
	Sidewalk Improvements	1450		5,000.00					
	Parking & Driveway Improvements	1450		54,158.00					
	Construction Management	1460		1,000.00					
	Management Improvements	1408		750.00					
	Maint Improvements	1408		525.00					

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

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

2009 Initial Application TX59-P001-50109

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost			Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended		
	Resident Initiatives (both sites)	1408		7,680.00					
	Fees & Costs	1430		4,450.00					
	<b>TX22 Coronado Hills</b>								
	Interior Renovations	1460		100,000.00					
	Parking & Driveway Improvements	1450		25,000.00					
	Construction Management	1460		7,250.00					
	Resident Initiatives	1408							
	Fees & Costs	1430		20,000.00					
	<b>SF Units</b>								
	12405 Turtleback-Ext Painting & Repairs	1460		3,750.00					
	12906 Odie	1460							
	12915 Garfield-Driveway Replacement	1450		5,000.00					
	13004 Garfield	1460							
	5506 Shreveport-Driveway Replacement	1450		5,000.00					
	12902 Lazyfield-Ext Painting & Repairs	1460		3,750.00					
	5919 Green Acres	1460							
	5916 Richard Carlton-Roof Replacement	1460		5,000.00					
	12721 Magnolia Mound	1460							
	12815 Magnolia Mound	1460							
	12817 Magnolia Mound	1460							
	12821 Meehan-Roof Replacement	1460		5,000.00					
AMP 17	<b>TX13 GOODRICH</b>								
	HVAC replacements (Phase I)	1465		40,000.00					
	Water Heater Replacements	1465		10,000.00					
	Construction Management	1460		3,000.00					
	Fees & Costs	1430		5,000.00					

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

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

2009 Initial Application TX59-P001-50109

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost			Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended		
	<b>TX17 SHADOWBEND</b>								
	Exterior Lighting Improvements	1450		20,000.00					
	Parking & Driveway Improvements	1450		20,000.00					
	Construction Management	1460		2,500.00					
	Management Improvements	1408		645.00					
	Maint Improvements	1408		1,050.00					
	Resident Initiatives (all 4 sites)	1408		10,780.00					
	Fees & Costs	1430		7,500.00					
	<b>TX18 MANCHACA II</b>								
	Sidewalk & Driveway Repairs	1450		15,000.00					
	Fencing	1450		30,000.00					
	Construction Management	1460		7,750.00					
	Fees & Costs	1430		7,750.00					
	<b>TX19 MANCHACA VILLAGE</b>								
	Parking & Driveway Improvements	1450		50,000.00					
	Sidewalk Improvements	1450		15,000.00					
	Construction Management	1460		3,250.00					
	Fees & Costs	1430		7,500.00					
	<b>2 SF Units</b>								
	6515 Starstreak-Driveway Replacement	1450		5,000.00					
	6103 Waycross-Roof Replacement	1460		5,000.00					
AMP 20	<b>TX 20 Rio Lado</b>								
	Interior Renovations (Phase I)	1460		150,000.00					
	HVAC Replacements (Phase I)	1460		50,000.00					

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

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

2009 Initial Application TX59-P001-50109

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost			Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended		
	Maintenance Shop Expansion	1470		15,000.00					
	Construction Management	1460		12,000.00					
	Management Improvements	1408		410.00					
	Maintenance Improvements	1408		525.00					
	Resident Initiatives	1408		6,200.00					
	Fees & Costs	1430		27,070.00					
	<b>SF units</b>								
	6805 Shanon-Driveway Replacement	1450		5,000.00					
	6701 Shannon-Roof Replacement	1460		5,000.00					
	7012 Hillcroft-Exterior Painting & Repairs	1460		3,750.00					
	7104 Shannon	1460							
	<b>GRAND TOTAL</b>			<b>2,845,388.00</b>					

## **ATTACHMENT I**

Capital Fund Program—Five-Year Action Plan

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

**Part I: Summary**

PHA Name/Number City of Austin/TX001		Housing Authority of the City of Austin, TX		Locality (City/County & State) Austin, TX		<input checked="" type="checkbox"/> Original 5-Year Plan TX59-P001-50109		<input type="checkbox"/> Revision No:	
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				
A. HACA									
B. Physical Improvements Subtotal	Annual Statement	2,302,118	2,285,868	2,270,850	2,270,850				
C. Management Improvements		149,982	149,982	165,000	165,000				
D. PHA-Wide Non-dwelling Structures and Equipment									
E. Administration		284,538	284,538	284,538	284,538				
F. Other: Const. Mgmt.		108,750	125,000	125,000	125,000				
G. Operations									
H. Demolition									
I. Development									
J. Capital Fund Financing - Debt Service									
K. Total CFP Funds		2,845,388	2,845,388	2,845,388	2,845,388				
L. Total Non-CFP Funds									
M. Grand Total		2,845,388	2,845,388	2,845,388	2,845,388				



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

Work Statement for Year 1 FFY _____	Work Statement for Year 2 _____		Work Statement for Year 3 _____			
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
Sec	AMP 2 Rosewood Courts Salina Apartments			AMP 2 Rosewood Courts Salina Apartments		
Annual Statement	Interior Renovations-RC	10	100,000	Interior Renovations-RC	10	100,000
	Roof Replacement-Salina Domestic Boiler Replacement-Salina	100% 100%	100,000 25,000	Interior Renovations- Salina	10	100,000
	Subtotal of Estimated Cost		\$ 225,000	Subtotal of Estimated Cost		\$ 200,000

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

Work Statement for Year 1 FFY _____	Work Statement for Year 4 _____		Work Statement for Year 5 _____			
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
Sec	AMP 2 Rosewood Courts Salina Apartments			AMP 2 Rosewood Courts Salina Apartments		
Annual Statement	Interior Renovations-RC	10	100,000	Interior Renovations-RC	20	200,000
	Mgmt/Community Center Improvements- Salina		50,000			
	Subtotal of Estimated Cost		\$ 150,000	Subtotal of Estimated Cost		\$ 200,000

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

Work Statement for Year 1 FFY 2009		Work Statement for Year 2 FFY 2010		Work Statement for Year 3 FFY 2011	
Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
AMP 3 Santa Rita Courts			AMP 3 Santa Rita Courts		
Grounds Improvements Recreation Areas		10,000	Signage		15,000
			Community & Mgmt. Improvements		15,000
Subtotal of Estimated Cost		\$ 10,000	Subtotal of Estimated Cost		\$ 30,000

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

Work Statement for Year 1 FFY 2009		Work Statement for Year 4 FFY 2012		Work Statement for Year 5 FFY 2013	
Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
AMP 3 Santa Rita Courts			AMP 3 Santa Rita		
Water Heater Replacements		100,000	Furnace Replacements		30,000
			Equipment & Vehicles Playground Repairs & Equipment		30,000
					200,000
Subtotal of Estimated Cost		\$ 100,000	Subtotal of Estimated Cost		\$ 260,000













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

Work Statement for Year 1 FFY 2009	Work Statement for Year 2 FFY 2010		Work Statement for Year 3 FFY 2011			
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
Sec	AMP 12 Georgian Manor Apartments			AMP 12 Georgian Manor Apartments		
Annual Statement	Playground Improvements		50,000	Interior Renovations		75,000
	Subtotal of Estimated Cost		\$ 50,000	Subtotal of Estimated Cost		\$ 75,000

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

Work Statement for Year 1 FFY 2009	Work Statement for Year 4 FFY 2012		Work Statement for Year 5 FFY 2013			
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
Sec	AMP 12 Georgian Manor Apartments			AMP 10 Bouldin Oaks Apartments		
Annual Statement	Interior Renovations		150,000	Interior Renovations		200,000
	Subtotal of Estimated Cost		\$ 150,000	Subtotal of Estimated Cost		\$ 275,000



Capital Fund Program—Five-Year Action Plan

Part II: Supporting Pages – Physical Needs Work Statement(s)		Work Statement for Year 2 FFY 2010		Work Statement for Year 3 FFY 2011		
Work Statement for Year 1 FFY 2009	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
Sec	AMP 16 Northgate/Coronado/ 14 Scattered			AMP 16 Northgate/Coronado 14 Scattered		
Annual Statement	Interior Renovations - Northgate	15	100,000	Interior Renovations - Northgate	16	121,830
	Interior Renovations- Coronado	5	50,000	Interior Renovations Scattered	10%	25,000
	Exterior Siding, Repairs, Painting-Coronado	100%	75,000	Roof Replacements Coronado	100%	100,000
	Int/Ext Renos-Scattered	10%	20,152	Int/Ext Renos-Scattered	10%	20,152
	Subtotal of Estimated Cost		\$ 245,152	Subtotal of Estimated Cost		\$ 266,982

Part II: Supporting Pages – Physical Needs Work Statement(s)		Work Statement for Year 3 FFY 2012		Work Statement for Year 4 FFY 2013		
Work Statement for Year 1 FFY 2009	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
Sec	AMP 16 Northgate/Coronado/ 14 Scattered			AMP 16 Northgate/Coronado/ 14 Scattered		
Annual Statement	Interior Renovations- Northgate	10%	125,000			
	Playground repairs & Improves	100%	25,000			
	Scattered Units-Int/Ext Renos, Roofing, Driveways	10%	20,152			
	Subtotal of Estimated Cost		\$ 170,152	Subtotal of Estimated Cost		\$ 0



Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/20011

Work Statement for Year 1 FFY 2009	Work Statement for Year 3 FFY 2012			Work Statement for Year 4 FFY 2013		
	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	AMP 17 Shadowbend Goodrich Manchaca II			AMP 17 Shadowbend Goodrich Manchaca II		
Annual	Sidewalk Repairs-Goodrich	50%	25,000	Ext Repair & painting-Goodrich	100%	100,000
Statement	Int Renovations (504)-Shadowbend	5%	25,000	Vehicles & Equipment-Shadowbend		40,000
	Int Renovations-Man.II	30%	100,000	Roof Replacements-Man II	30%	50,000
	Comm. Ctr Improves-Man Village	1	50,000			
	Subtotal of Estimated Cost		\$ 200,000	Subtotal of Estimated Cost		\$ 190,000



**Part III: Supporting Pages – Management Needs Work Statement(s)**

Work Statement for Year 1 FFY 2009	Work Statement for Year 2 FFY 2010	Work Statement for Year 3 FFY 2011
Development Number/Name General Description of Major Work Categories	Development Number/Name General Description of Major Work Categories	Development Number/Name General Description of Major Work Categories
Estimated Cost	Estimated Cost	Estimated Cost
AMP1-Chalmers Courts	AMP1-Chalmers Courts	AMP1-Chalmers Courts
12,230	12,230	12,230
AMP 2-Rosewood Courts/Salina	AMP 2-Rosewood Courts/Salina	AMP 2-Rosewood Courts/Salina
12,090	12,090	12,090
AMP 3-Santa Rita Courts	AMP 3-Santa Rita Courts	AMP 3-Santa Rita Courts
7,477	7,477	7,477
AMP 4-Meadowbrook	AMP 4-Meadowbrook	AMP 4-Meadowbrook
12,385	12,385	12,385
AMP-5-Booker T. Washington	AMP-5-Booker T. Washington	AMP-5-Booker T. Washington
17,030	17,030	17,030
AMP-7 Lakeside Apartments	AMP-7 Lakeside Apartments	AMP-7 Lakeside Apartments
12,685	12,685	12,685
AMP-9-Gaston Apartments	AMP-9-Gaston Apartments	AMP-9-Gaston Apartments
7,710	7,710	7,710
AMP-10-Bouldin Oaks	AMP-10-Bouldin Oaks	AMP-10-Bouldin Oaks
11,025	11,025	11,025
AMP-11-Thurmond Heights	AMP-11-Thurmond Heights	AMP-11-Thurmond Heights
11,265	11,265	11,265
AMP-12-Georgian Manor	AMP-12-Georgian Manor	AMP-12-Georgian Manor
7,265	7,265	7,265
AMP-15-North Loop	AMP-15-North Loop	AMP-15-North Loop
10,255	10,255	10,255
AMP-16-Northgate West Coronado Hills	AMP-16-Northgate West Coronado Hills	AMP-16-Northgate West Coronado Hills
8,955 (both sites)	8,955 (both sites)	8,955 (both sites)
AMP-17- Goodrich Shadowbend Ridge Manchaca II	AMP-17- Goodrich Shadowbend Ridge Manchaca II	AMP-17- Goodrich Shadowbend Ridge Manchaca II
12,475 (all 4 sites)	12,475 (all 4 sites)	12,475 (all 4 sites)
Manchaca Village AMP-20-Rio Lado	Manchaca Village AMP-20-Rio Lado	Manchaca Village AMP-20-Rio Lado
7,135	7,135	7,135
Subtotal of Estimated Cost	Subtotal of Estimated Cost	Subtotal of Estimated Cost
\$ 149,982	\$ 149,982	\$ 149,982

Work Statement for Year 1 FFY 2009	Work Statement for Year 4 FFY 2012		Work Statement for Year 5 FFY 2013	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
AMP1-Chalmers Courts	13,230	AMP1-Chalmers Courts	13,230	
AMP 2-Rosewood Courts/Salina	13,090	AMP 2-Rosewood Courts/Salina	13,090	
AMP 3-Santa Rita Courts	8,495	AMP 3-Santa Rita Courts	8,495	
AMP 4-Meadowbrook	13,385	AMP 4-Meadowbrook	13,385	
AMP-5-Booker T. Washington	19,030	AMP-5-Booker T. Washington	19,030	
AMP-7 Lakeside Apartments	13,685	AMP-7 Lakeside Apartments	13,685	
AMP-9-Gaston Apartments	8,710	AMP-9-Gaston Apartments	8,710	
AMP-10-Bouldin Oaks	12,025	AMP-10-Bouldin Oaks	12,025	
AMP-11-Thurmond Heights	12,265	AMP-11-Thurmond Heights	12,265	
AMP-12-Georgian Manor	8,265	AMP-12-Georgian Manor	8,265	
AMP-15-North Loop	11,255	AMP-15-North Loop	11,255	
AMP-16-Northgate West Coronado Hills	9,955 (both sites)	AMP-16-Northgate West Coronado Hills	9,955 (both sites)	
AMP-17- Goodrich Shadowbend Ridge Manchaca II	13,475 (all 4 sites)	AMP-17- Goodrich Shadowbend Ridge Manchaca II	13,475 (all 4 sites)	
Manchaca Village AMP-20-Rio Lado	8,137	Manchaca Village AMP-20-Rio Lado	8,137	
Subtotal of Estimated Cost	\$ 165,000	Subtotal of Estimated Cost	\$ 165,000	

**ATTACHMENT J**

## RESOLUTION NO. 2087

### APPROVAL TO SUBMIT 2009 ANNUAL PUBLIC HOUSING AUTHORITY AGENCY PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**WHEREAS**, to be in compliance with the Quality Housing Work Responsibility Act of 1998, the Housing Authority of the City of Austin has drafted the Five-Year and Annual agency plans;

**WHEREAS**, to meet the requirements for public notification, the Housing Authority must advertise at its office and through the local media the availability of the draft plan, send copies of the draft plan to various community service providers, and conduct a public hearing;

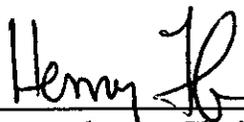
**WHEREAS**, HACA has conducted three public hearings solely regarding the plans and provided an additional opportunity for public comments at the HACA Board of Commissioners meeting held on December 18, 2008;

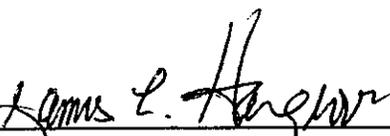
**WHEREAS**, to meet the requirements for the public comment period, the Housing Authority has made available copies of the draft plan at its Administration Building, all public housing management offices and the agency's internet site for a forty-five day public comment period;

**WHEREAS**, the Housing Authority of the City of Austin has completed the process of public notification and a public comment period;

**WHEREAS**, HACA has received and reviewed all written comments and revised the plan to incorporate the comment "one for one replacement of public housing" pertaining to the Annual Demolition/Disposition plan and submits for board approval the 2009 Annual Plan to be submitted to the U.S Department of Housing and Urban Development for approval and adoption;

**NOW, THEREFORE, BE IT RESOLVED** that effective December 18, 2008 the Housing Authority of the City of Austin Board of Commissioners approves and adopts the agency's 2009 Annual Plan, as presented.

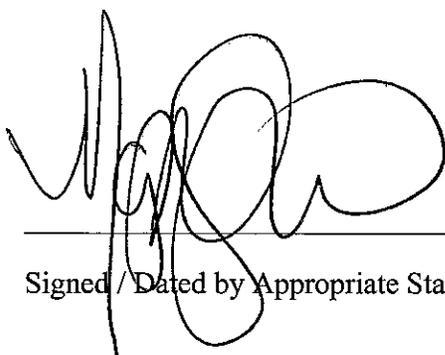
  
Henry Flores, Chairman

  
James L. Hargrove, Secretary

**ATTACHMENT K**

**Certification by State or Local Official of PHA Plans Consistency with  
the Consolidated Plan**

I, Margaret Shaw the Community Development Officer certify  
that the Five Year and Annual PHA Plan of the Housing Authority of the City of Austin is  
consistent with the Consolidated Plan of City of Austin prepared  
pursuant to 24 CFR Part 91.



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Signed / Dated by Appropriate State or Local Official

## **Attachment L**

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

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

PHA Name: **Housing Authority of the City of Austin**      Comprehensive Grant Number: **Tx59P00150108**      FFY of Grant Approved: **2008**

Original Annual Statement:  Reserve for Disasters/Emergencies     Revised Annual Statement/Revision Number:  Performance and Evaluation Report

Line No	Summary of Development Account	Total Estimated Cost		Revised (1)	Obligated	Total Actual Cost (2) Expended
		Original	Revised (1)			
1	Total Non-CGP Funds					
2	1406 Operating Fund					
3	1408 Management Improvements	305,000.00		260,000.00	260,000.00	
4	1410 Administration	300,000.00		309,081.00	309,081.00	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	150,000.00		175,000.00	175,000.00	
8	1440 Site Acquisition					
9	1450 Site Improvement	746,538.00		827,980.00	4,980.00	4,980.00
10	1460 Dwelling Structures	1,289,278.00		1,248,240.00		
11	1465.1 Dwelling Equipment - Nonexpendable	135,000.00		110,000.00	13,262.00	13,262.00
12	1470 Nondwelling Structures	25,000.00		25,000.00		
13	1475 Nondwelling Equipment	110,000.00		110,000.00		
14	1485 Demolition	20,000.00		15,515.00	15,515.00	15,515.00
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs	10,000.00		10,000.00		
18	1499 Development Activities					
19	1502 Contingency					
20	<b>Amount of Annual Grant</b>	<b>3,090,816.00</b>		<b>3,090,816.00</b>	<b>777,838.00</b>	<b>33,757.00</b>
21	Amount of line 20 related to LBP Activities	\$ 100,000.00				
22	Amount of line 20 related to Section 504 Compliance	100,000.00		100,000.00		
23	Amount of line 20 related to security - soft cost	170,000.00		50,000.00		
24	Amount of line 20 related to security - hard cost			100,000.00		
25	Amount of line 20 related to energy conservation measures	175,000.00		175,000.00		
26	Collateralization Expense or Debt Service					

(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

Signature of Executive Director and Date: *James R. Aguilar*    1.6.09

Signature of Public Housing Director/Office of Native American Pirm Admin. and Date

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

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

1/6/2009, 9:45 AM, 1 of 3

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	2008 Total Estimated Cost			2008 Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended		
HA	Operating	1406							
	Administration	1410		300,000.00	309,081.00	309,081.00			
	Management Improvements	1408							
	Management Information System			75,000.00	50,000.00	50,000.00			
	Enhance Management Operations			10,000.00	10,000.00	10,000.00			
	Enhance P&D Operations			10,000.00	10,000.00	10,000.00			
	Enhance Maintenance Operations			10,000.00	10,000.00	10,000.00			
	Resident Initiatives			130,000.00	130,000.00	130,000.00			
	Security & Drug Elimination			70,000.00	50,000.00	50,000.00			
	Fees & Costs	1430		150,000.00	175,000.00	175,000.00			
HA Wide	Tree Trimming/Removal/Planning, Stump Removal, & Beautification Efforts	1450	100%	75,000.00	75,000.00				
	Sidewalk Repairs & Improvements	1450		50,000.00	50,000.00				
	Parking Area & Drive Improvements	1450		20,000.00	20,000.00				
	ADA Improvements(Reasonable Accommodations)	1450		7,500.00	7,500.00				
	Fire Protection/Suppression& Hydrant Testing	1450	100%	15,000.00	15,000.00				
	ADA Improvements(Reasonable Accommodations)	1460		7,500.00	7,500.00				
	Mechanical Services	1460		35,000.00	35,000.00				
	Appliances	1465		75,000.00	75,000.00	13,262.00	13,262.00		
	Mechanical Services	1475		35,000.00	35,000.00				
	Relocation Costs	1495		10,000.00	10,000.00				
Non-Dwelling Structures	Admin Office Renovation Needs	1470		25,000.00	25,000.00				
Non-Dwelling Equip.	Equipment & Vehicles	1475		75,000.00	75,000.00				
TX1 Chalmers	Ext. Repair, Soffit & Fascia & Painting	1460	100%	200,000.00	50,000.00				
	Accessibility/504 Unit Improvements	1460	5	35,000.00	75,000.00				
TX2 Rosewood	Gas Line Replacements and Utility Improvements	1450	25%	25,000.00	25,000.00				
TX3 Santa Rita	Parking & Drive Improvements (Phase III)	1450	50%	100,000.00	275,000.00				
	Site Security Lighting Improvements	1450	100%	50,000.00	50,000.00				

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	2008			Status		
				Total Estimated Cost				Total Actual Cost	
				Original	Revised	Funds Obligated		Funds Expended	
LBP Interim Controls		1460		100,000.00	10,000.00				
TX4 Meadowbrook	Fencing, Landscaping, Grounds Improvements	1450	100%	50,000.00	35,000.00				
	Guttering	1460		100,000.00	100,000.00				
	Small Office Demolition (HUD Approved)	1485	1	20,000.00	15,515.00	15,515.00	Complete-HUD Approved		
TX5 BTW	Playground Improvements	1450	2	50,000.00	50,000.00				
	Interior Renovations (Phase I)	1460	15%	200,000.00	325,000.00				
TX7 Lakeside	Bldg Wiring, Communications, Emergency Systems	1460	100%	50,000.00	20,000.00				
	Interior Renovations	1460	10	50,000.00	50,000.00				
	AC Replacements	1465	40	25,000.00	25,000.00				
TX9 Gaston Place	Security Improvements	1450		10,000.00	10,000.00				
	Accessibility / 504 Unit Improvements	1460	20%	50,000.00	24,202.00				
	Domestic Boiler Replacements	1465	100%	35,000.00	-		completed under 2006		
TX10 Bouldin Oaks	Fencing & Grounds Improvements	1450		30,000.00	3,000.00				
	Exterior Lighting Improvements	1450	100%	25,000.00	25,000.00				
TX12 Georgian	Fencing	1450		25,000.00	25,000.00				
	Parking Drive Repairs & Improvements	1450		50,000.00	30,000.00				
TX13 Goodrich	Drainage, Erosion Control & Foundation Repairs	1450		30,000.00	25,000.00				
	Clothesline Repairs and Replacements	1450	10%	7,500.00	7,500.00				
Tx15 North Loop	Exterior Repairs & Painting	1460	100%	150,000.00	175,000.00				
Tx 16 Northgate	Fencing	1450		5,000.00	4,980.00	4,980.00	4,980.00		
TX17 Shadowbend	Drainage, Erosion & Grounds Improvements	1450		20,000.00	10,000.00				
	Fencing (Phase II)	1450		30,000.00	30,000.00				
TX18 Manchaca II	Exterior Lighting Improvements	1450	100%	10,000.00	10,000.00				

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost			Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended		
TX19 Manchaca Village	Exterior Repairs & Painting	1480	100%	150,000.00					completed under 2006
	Roof Replacements			31,778.00	140,000.00				
TX20 Rio Lado	Interior Renovations - Kitchen & Baths (Phase III)	1460	10%	100,000.00	220,000.00				
	Fencing	1450	100%	30,000.00	30,000.00				
TX22 Coronado Hills	Drainage & Grounds Improvements	1450		25,000.00	15,000.00				
	Interior Renovations	1460	2	6,538.00	6,538.00				
TX27 Scattered Sites	Exterior Renovations	1460	0	15,000.00	10,000.00				
	Fencing	1465	0	15,000.00	10,000.00				
<b>GRAND TOTAL</b>				<b>3,090,816.00</b>	<b>3,090,816.00</b>	<b>777,838.00</b>	<b>33,757.00</b>		

Performance and Evaluation Report  
 Part I: Summary  
 Capital Fund Program (CFP)

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

PHA Name: Housing Authority of the City of Austin  
 Comprehensive Grant Number: TX59P00150107  
 FFY of Grant Approved: 2007

Original Annual Statement \_\_\_ Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number \_\_\_ Performance and Evaluation Report  
 Final Performance and Evaluation Report 9/30/2008

Line No	Summary of Development Account	Total Estimated Cost		Total Actual Cost (2) Expended
		Original	Revised (1)	
1	Total Non-CGP Funds			
2	1406 Operating Fund	-	-	-
3	1408 Management Improvements	305,000.00	255,000.00	91,440.35
4	1410 Administration	291,550.00	285,764.00	285,764.00
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	125,000.00	125,000.00	69,876.85
8	1440 Site Acquisition			
9	1450 Site Improvement	591,547.00	1,149,282.71	109,570.01
10	1460 Dwelling Structures	1,159,543.00	718,606.50	87,780.68
11	1465.1 Dwelling Equipment - Nonexpendable	225,000.00	149,972.00	38,766.50
12	1470 Nondwelling Structures	35,000.00	49,014.79	14,014.79
13	1475 Nondwelling Equipment	115,000.00	115,000.00	12,201.86
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs	10,000.00	10,000.00	
18	1499 Development Activities			
19	1502 Contingency			
20	<b>Amount of Annual Grant</b>	<b>2,857,640.00</b>	<b>2,857,640.00</b>	<b>709,415.04</b>
21	Amount of line 20 related to LBP Activities			
22	Amount of line 20 related to Section 504 Compliance	50,000.00	50,000.00	39,306.00
23	Amount of line 20 related to security - soft cost	115,000.00	50,000.00	
24	Amount of line 20 related to security - hard cost	100,000.00	26,000.00	4,326.00
25	Amount of line 20 related to energy conservation measures			
26	Collateralization Expense or Debt Service			

(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  
 Signature of Executive Director and Date: *James P. H. [Signature]* 1.6.09  
 Signature of Public Housing Director/Office of Native American Prrm Admin. and Date

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

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

2007

1/6/2009, 9:44 AM, 1 of 4

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost		Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended	
HA	Operating	1406						
	Administration	1410		291,550.00	285,764.00	285,764.00	285,764.00	
	Management Improvements	1408						
	Management Information System			75,000.00	50,000.00	50,000.00		
	Enhance Management Operations			10,000.00	10,000.00	10,000.00	1,000.00	
	Enhance P&D Operations			10,000.00	10,000.00	10,000.00		
	Enhance Maintenance Operations			10,000.00	10,000.00	10,000.00		
	Resident Initiatives			125,000.00	125,000.00	125,000.00	90,440.35	
	Security & Drug Elimination			75,000.00	50,000.00	50,000.00		
	Fees & Costs	1430		125,000.00	125,000.00	125,000.00	69,876.85	
HA Wide	Tree Trimming/Removal/Planting, Stump Removal, & Beautification Efforts	1450		75,000.00	75,000.00	60,000.00	43,260.00	
	Sidewalk Repairs & Improvements	1450		10,000.00	14,813.80	14,813.80	14,813.80	
	Parking Area & Drive Improvements	1450		10,000.00	10,000.00			
	ADA Improvements(Reasonable Accommodations)	1450		7,500.00	7,175.00			see sites for break out
	Fire Protection/Suppression& Hydrant Testing	1450		15,000.00	5,000.00	3,450.00	3,450.00	
	Water Supply, Sewer Repairs	1450			35,000.00	-	-	see sites for break out
	ADA Improvements(Reasonable Accommodations)	1460		7,500.00	7,500.00			
	Construction Management	1460			21,378.32	21,378.32	21,378.32	
	Mechanical Services	1465		25,000.00	8,299.00			see sites for break out
	Appliances	1465		75,000.00	75,000.00	75,000.00	32,093.50	
	Vehicle and Mechanical Services	1475		25,000.00	21,404.00	1,427.56	1,427.56	see sites for add'l. break out
	Relocation Costs	1495		10,000.00	10,000.00			
Non-Dwelling Structures	Admin Office Renovation Needs	1470		25,000.00	25,000.00			see sites for break out
Non-Dwelling Equipment	Equipment & Vehicles	1475		75,000.00	75,000.00			
TX1 Chalmers	Playground Improvements	1450		5,000.00				

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

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

2007

1/6/2009, 9:44 AM, 2 of 4

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost		Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended	
	Drainage/Sewer/Water Supply Repairs	1450			9,296.00	9,296.00	9,296.00	jetting & sewer repairs
	Exterior Repairs & Painting	1450	100%	100,000.00	240,000.00			
	Water Heater Replacements	1465	35	25,000.00				
TX2 Rosewood	Exterior Repairs & Painting	1450	100%	140,000.00	-			completed under 2006
	Drainage/Sewer/Water Supply Repairs	1450			7,200.00	7,200.00	7,200.00	jetting & sewer repairs
	Parking & Drive Improvements	1450		10,000.00	10,000.00			
	Emergency Repairs	1460			4,921.65	4,921.65	4,921.65	elec. & gas line repairs
TX3 Santa Rita	Replace and Relocate Mailboxes	1450	100%	20,000.00	20,000.00			
	Drainage/Sewer/Water Supply Repairs	1450			3,600.00	3,600.00	3,600.00	jetting & sewer repairs
	Parking & Drive Improvements (Phase II)	1450		100,000.00	200,000.00			
	Exterior Bldg Siding Painting	1460			4,200.00	4,200.00	4,200.00	door paint, post LBP abatement
	Emergency Repairs	1460			3,685.50	3,685.50	3,685.50	unit plumbing repair
TX4 Meadowbrook	Drainage/Sewer/Water Supply Repairs	1450			4,607.50	4,607.50	4,607.50	jetting & sewer repairs
	Parking & Drive Improvements	1450		50,000.00	50,000.00			
	Utility Conversion	1450			4,821.71	4,821.71	4,821.71	cap/wrap utility with office demo
	DayCare Improvements	1470		10,000.00	10,000.00			
TX5 BTW	Retaining Walls & Erosion Control	1450	100%	100,000.00	295,200.70			
	Drainage/Sewer/Water Supply Repairs	1450			6,300.00	6,300.00	6,300.00	jetting & sewer repairs
	Floor Repairs	1460			233.79	233.79	233.79	post unit flood repairs
	Renovations	1470			11,208.00	11,208.00	11,208.00	CD bldg. renos for partners
	Office Bldg-Electrical	1470			1,121.50	1,121.50	1,121.50	CD bldg. renos for partners
TX7 Lakeside	Parking & Drive Improvements	1450		9,047.00	9,047.00			
	Common Area Improvements	1450		5,000.00	5,000.00			
	Window Coverings	1460	50%	25,000.00	25,000.00			
	Bathroom Repairs	1460			1,100.00	1,100.00	1,100.00	as requested by site
	Emergency Repairs	1460			4,003.23	4,003.23	4,003.23	mech. repairs to bldg. systems
TX8 Sallina	Exterior Repairs & Painting	1450	100%	25,000.00	-			completed under 2006
	Drainage/Sewer/Water Supply Repairs	1450			1,800.00	1,800.00	1,800.00	jetting & sewer repairs

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

**2007**

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

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost			Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended		
	Interior Renovations (Phase IV)	1460	25%	267,043.00	-			completed under 2006	
TX9 Gaston Place	Community Room & Kitchen Improvements	1450		25,000.00	20,000.00				
	Flooring Replacements	1460	15	20,000.00	1,428.02	1,428.02	1,428.02	replace carpet to vct	
	Emergency Repairs	1460	1		2,950.00	2,950.00	2,950.00	emergency shower replacement	
	Renovations	1470			1,685.29	1,685.29	1,685.29	admin office renos	
TX10 Bouldin Oaks	Landscaping Improvements	1450		25,000.00	20,000.00				
	Roof Replacements	1460	100%	200,000.00	180,000.00				
TX11 Thurmond Hts	Playground Equipment	1450			4,875.00	4,875.00	4,875.00	demo of unsafe PG's	
	Electrical Upgrades (Phase II)	1460	100%	100,000.00	50,000.00				
	Emergency Repairs	1460			2,128.00	2,128.00	2,128.00	SW replace, post sewer repair	
TX12 Georgian	Security/Site Lighting Improvements	1450	100%	25,000.00	20,000.00				
TX13 Goodrich	Parking & Drive Improvements	1450		5,000.00	5,000.00				
	Foundation Repairs & Erosion Controls	1450	1	35,000.00	35,000.00				
	HVAC Replacements (Phase I)	1465	25%	25,000.00	25,000.00				
Tx15 North Loop	Utility Conversion	1450			3,121.00	3,121.00	3,121.00	relocate elec panel, as requested	
	Flooring Replacements	1460	15	25,000.00	25,000.00				
	Trash Chute	1460	1		1,655.13	1,655.13	1,655.13	repairs/mod's, as requested	
	HVAC	1465	5		6,673.00	6,673.00	6,673.00	unit air handlers	
	Mechanical Upgrades & Repairs	1475		15,000.00	15,000.00	7,178.30	7,178.30		
TX16 Northgate	Playground Improvements	1450	1	20,000.00	20,000.00				
shreve	Exterior Bldg/Siding/Painting	1460	3		11,866.00	5,461.00	5,461.00	TX27 scattered unit renovation	
	Interior Repairs	1460	1		7,321.26	11,272.53	11,272.53	TX27 scattered unit renovation	
shreve	HVAC Renovation	1460	1		3,355.00	3,355.00	3,355.00	TX27 scattered unit renovation	
	Emergency Repairs	1460	1		2,600.00	2,600.00	2,600.00	#701 tub replacement	
	Water Heater Replacements	1465	25%	10,000.00	10,000.00				
TX17 Shadowbend	Playground Improvements	1450	1	5,000.00	5,000.00				



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

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

PHA Name: **Housing Authority of the City of Austin**  
Comprehensive Grant Number: **Tx59P00150106**  
FFY of Grant Approved: **2006**

Original Annual Statement \_\_\_ Reserve for Disasters/Emergencies \_\_\_ Revised Annual Statement/Revision Number \_\_\_ Performance and Evaluation Report  
 Final Performance and Evaluation Report **9/30/2008**

Line No	Summary of Development Account	Total Estimated Cost		Obligated	Total Actual Cost (2) Expended
		Original	Revised (1)		
1	Total Non-CGP Funds				
2	1406 Operating Fund				
3	1408 Management Improvements	300,000.00	181,402.91	181,402.91	181,402.91
4	1410 Administration	299,518.68	299,500.01	299,500.01	299,500.01
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	180,000.00	163,748.53	163,748.53	163,748.53
8	1440 Site Acquisition				
9	1450 Site Improvement	678,873.91	266,138.14	266,138.14	266,138.14
10	1460 Dwelling Structures	1,241,706.30	1,775,564.04	1,775,564.04	1,775,564.04
11	1465.1 Dwelling Equipment - Nonexpendable	110,338.75	168,943.86	168,943.86	168,943.86
12	1470 Nondwelling Structures	99,049.36	63,536.20	63,536.20	63,536.20
13	1475 Nondwelling Equipment	74,569.00	74,942.01	74,942.01	74,942.01
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	10,000.00	2,524.30	2,524.30	2,524.30
18	1499 Development Activities				
19	1502 Contingency	2,244.00			
20	<b>Amount of Annual Grant</b>	<b>2,996,300.00</b>	<b>2,996,300.00</b>	<b>2,996,300.00</b>	<b>2,996,300.00</b>
21	Amount of line 20 related to LBP Activities				
22	Amount of line 20 related to Section 504 Compliance	130,007.41	245,396.00	245,396.00	245,396.00
23	Amount of line 20 related to security - soft cost	75,000.00	20,000.00	20,000.00	20,000.00
24	Amount of line 20 related to security - hard cost	65,000.00	14,000.00	14,000.00	14,000.00
25	Amount of line 20 related to energy conservation measures	175,000.00	63,850.00	63,850.00	63,850.00
26	Collateralization Expense or Debt Service				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
Signature of Executive Director and Date: *James E. Hargrett* 1.6.09  
(2) To be completed for the Performance and Evaluation Report  
Signature of Public Housing Director/Office of Native American Pirm Admin. and Date

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

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

1/6/2009, 9:41 AM, 1 of 8

**2006**

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost		Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended	
HA	<b>OPERATING</b>	1406						
HA	<b>ADMINISTRATION</b>	1410		299,518.68	299,500.01	299,500.01	299,500.01	
HA	<b>MANAGEMENT IMPROVEMENTS</b>	1408						
	Management Information System			75,000.00	19,316.78	19,316.78	19,316.78	
	Enhance Management Operations			15,000.00	7,335.20	7,335.20	7,335.20	
	Enhance P & D Management			10,000.00	1,849.95	1,849.95	1,849.95	
	Enhance Maintenance Operations			10,000.00	10,600.00	10,600.00	10,600.00	
	Resident Initiatives			140,000.00	124,536.98	124,536.98	124,536.98	
	Security & Drug Elimination			50,000.00	17,764.00	17,764.00	17,764.00	
HA	<b>FEES AND COSTS</b>	1430		150,000.00	163,748.53	163,748.53	163,748.53	
	Construction Management	1430		30,000.00				
HA-Wide	<b>SITE IMPROVEMENT</b>							
	Tree trimming/removal & stump removal	1450		75,000.00	67,450.00	67,450.00	67,450.00	complete
	Spare Cabinets	1460	10		600.00	600.00	600.00	broken out to all sites
	ADA Improvements	1460		7,199.95				see projects
	Construction Management	1460			14,028.29	14,028.29	14,028.29	
	HVAC Services	1465		14,452.50	-	-	-	see projects
	Appliances & Parts	1465		85,000.00	114,953.27	114,953.27	114,953.27	
	Admin Office Renovation Needs	1470		11,700.00	500.00	500.00	500.00	see projects
	HVAC Services	1475		2,017.07	-	-	-	
	Equipment & Vehicles	1475		50,000.00	32,317.03	32,317.03	32,317.03	
	Relocation Costs	1495		10,000.00	-	-	-	see projects
	Contingency	1502		2,244.00	-	-	-	see projects
TX 1-01	<b>CHALMERS COURT</b>							

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

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

2006

1/6/2009, 9:41 AM, 2 of 8

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost		Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended	
	Erosion, Drainage & Landscaping	1450		10,000.00	7,892.00	7,892.00	7,892.00	complete
	Washer Connections	1450	10%	30,000.00	-	-	-	not feasible
	Common Area Improvements	1450		10,000.00	-	-	-	
	ADA Unit Improvements	1460	4	70,000.00	81,041.33	81,041.33	81,041.33	complete
	Water Heaters	1465		4,929.75	4,929.75	4,929.75	4,929.75	from CFP2007
	Admin Office Renovation	1470		2,134.69	2,134.69	2,134.69	2,134.69	complete
TX 1-02	<b>ROSEWOOD COURT</b>							
	Playground Improvements	1450		40,000.00	-	-	-	deferred to CFP2007
	Erosion, Drainage & Landscaping	1450		5,000.00	3,471.00	3,471.00	3,471.00	
	Common Area Improvements	1450		5,000.00	3,820.00	3,820.00	3,820.00	complete
	Mold Remediation	1460		2,000.00	3,205.00	3,205.00	3,205.00	complete
	Gas Leak Repairs	1460		2,749.48	2,749.48	2,749.48	2,749.48	complete
	Exterior Painting and Repairs	1460	100%	142,264.08	246,252.53	246,252.53	246,252.53	overage from CFP2007
	Storm Repairs	1460			650.00	650.00	650.00	complete
	Sewer Repairs	1460			1,405.00	1,405.00	1,405.00	annual jetting
	Water Heaters	1465			4,106.34	4,106.34	4,106.34	addition to exterior paint project
	Admin Office Renovation	1470		3,790.00	3,790.00	3,790.00	3,790.00	complete
	HVAC-Admin Bldg	1475		9,569.00	9,569.00	9,569.00	9,569.00	complete
TX 1-03	<b>SANTA RITA COURT</b>							
	Parking & Drive Improvements	1450		125,000.00	-	-	-	deferred to CFP2007
	Erosion, Drainage & Landscaping	1450		850.00	850.00	850.00	850.00	
	Sidewalk Repairs	1450	100%		15,078.00	15,078.00	15,078.00	complete
	Playground Equipment	1450			53,410.82	53,410.82	53,410.82	from CFP2005
	Repair & Paint Water Heater Closets	1460		10,000.00	-	-	-	
	Exterior Painting	1460	60%		1,740.00	1,740.00	1,740.00	entry doors
	Unit Repairs	1460		1,225.00	1,225.00	1,225.00	1,225.00	
	Water Line Repairs	1460		15,358.00	15,358.00	15,358.00	15,358.00	Softener failure-emergency

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost			Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended		
	LBP Abatement	1460	60%		27,827.00	27,827.00	27,827.00	O&M-complete	
	HVAC	1465		1,968.00	1,968.00	1,968.00	1,968.00		
	Community Center Improvements	1470		25,000.00	-	-	-	deferred to CFP2007/8	
	Office Bldg Renovations	1470			5,200.00	5,200.00	5,200.00		
TX 1-04	<b>MEADOWBROOK</b>								
	Site Security Lighting Improvements	1450	100%	15,000.00	-	-	-	completed thru' CFP2005	
	Signs	1450		294.99	294.99	294.99	294.99		
	Erosion, Drainage & Landscaping	1450		1,550.00	1,550.00	1,550.00	1,550.00		
	Utility Conversion	1450			1,988.93	1,988.93	1,988.93	Demo / HACA office	
	Playground Equipment	1450		13,108.70	13,108.70	13,108.70	13,108.70		
	Hardware-Locks	1460	100%	2,398.40	2,398.40	2,398.40	2,398.40	unit furnace doors	
	Fire Damage Repairs	1460		2,500.00	-	-	-	MOVED TO LR	
	Emergency Repairs	1460	1		12,747.50	12,747.50	12,747.50	related to fire damages	
	Board Up Vacant Office Bldg	1470	1	1,186.00	1,474.54	1,474.54	1,474.54		
	HVAC	1475	2		9,366.00	9,366.00	9,366.00	complete	
	Relocation	1495			300.00	300.00	300.00	fire-temp dislocation	
TX 1-05	<b>BOOKER T. WASHINGTON</b>								
	Erosion, Drainage & Landscaping	1450		3,170.00	3,170.00	3,170.00	3,170.00		
	Retaining Wall	1450		200,000.00	-	-	-	deferred to CFP2007/8	
	Sidewalk Repairs/ADA Ramps	1450			6,240.50	6,240.50	6,240.50	reasonable accommodation	
	Repair/Replace Kitchen Cabinets	1460	2	3,455.00	7,355.00	7,355.00	7,355.00		
	Toilet Replacement	1460			185.00	185.00	185.00		
	Decalcifier	1460		687.71	687.71	687.71	687.71		
	Ceiling Repair	1460		875.00					
	Bio Hazard	1460		2,000.00					
	Bath Tub Repairs	1460		2,800.00					
	Water Damage Repairs	1460		13,385.00					

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

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

2006

1/6/2009, 9:41 AM, 4 of 8

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost		Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended	
	Emergency Repairs as requested	1460			37,689.74	37,689.74	37,689.74	water damages
	Renovations	1460			5,950.00	5,950.00	5,950.00	post mortem renovations
	Renovations - Comm Dev Bldg	1470		11,096.42	14,856.65	14,856.65	14,856.65	complete
	Roof Coating	1470		12,190.00	12,190.00	12,190.00	12,190.00	Mgmt Office Bldg
	Interior Office Bldg Renovations	1470			7,786.00	7,786.00	7,786.00	complete
	HVAC-Mgmt Office	1475			4,021.00	4,021.00	4,021.00	complete
	Relocation	1495			1,744.30	1,744.30	1,744.30	temp dislocation
TX 1-07	<b>LAKESIDE APTS.</b>							
	Erosion, Drainage & Landscaping	1450		465.00	465.00	465.00	465.00	
	Kitchen & Bath Renovations & Emergency	1460	100%	250,000.00	496,428.17	496,428.17	496,428.17	baths only
	Fire System Upgrades	1460		85,000.00	8,079.90	8,079.90	8,079.90	completed in CFP2005
	Trash Room Upgrades	1460		2,545.00	2,545.00	2,545.00	2,545.00	complete
	Flooring/Tile/Ceiling Repairs/Replacement	1460		2,517.56	7,166.54	7,166.54	7,166.54	
	Handicap Access	1460		2,145.00	2,145.00	2,145.00	2,145.00	complete
	Asbestos Abatement	1460	2	4,280.00	4,280.00	4,280.00	4,280.00	complete
	HVAC	1465	1		1,350.00	1,350.00	1,350.00	
	Blinds	1470		252.25	252.25	252.25	252.25	
	Install Conduit	1470		200.00	200.00	200.00	200.00	
	HVAC	1475	1		3,997.05	3,997.05	3,997.05	
	Relocation	1495			180.00	180.00	180.00	
TX 1-08	<b>SALINA APTS</b>							
	Asbestos Notification	1460	8		557.00	557.00	557.00	
	Emergency Repairs-Abatement	1460	8		14,300.00	14,300.00	14,300.00	abate prior to MOD
	Renovations	1460	8	100,000.00	132,607.30	132,607.30	132,607.30	complete
TX 1-09	<b>GASTON PLACE</b>							
	Erosion, Drainage & Landscaping	1450		310.00	310.00	310.00	310.00	

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

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

1/6/2009, 9:41 AM, 5 of 8

**2006**

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost			Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended		
	Exterior Lighting Installation	1450	100%		6,222.87	6,222.87	6,222.87	pole lights at parking	
	Repair Walkway & Railings	1460		75,000.00				moved to CFP2007/8	
	Common Area Improvements	1460		15,000.00				see Exterior Lighting Installation	
	ADA Provisions	1460		2,800.05	2,925.05	2,925.05	2,925.05		
	Emergency Repairs	1460		3,700.00	3,700.00	3,700.00	3,700.00		
	Domestic Water Repair	1460			6,150.00	6,150.00	6,150.00	complete	
	Elevator Repairs	1460	1	21,500.00	21,500.00	21,500.00	21,500.00	emergency-complete	
	Recarpet or Retile	1460	14		13,286.59	13,286.59	13,286.59		
	HVAC - Unit AC	1465		304.50	304.50	304.50	304.50		
	Water Heater	1465	3		23,385.00	23,385.00	23,385.00	complete	
	HVAC - Management Office	1475		3,459.93	3,459.93	3,459.93	3,459.93		
<b>TX 1-10</b>	<b>BOULDIN OAKS</b>								
	Playground Improvements	1450	1	10,000.00	17,781.00	17,781.00	17,781.00		
	Sidewalk Improvements	1450		9,055.00	9,055.00	9,055.00	9,055.00		
	HVAC - Management Office	1475	1	2,500.00	2,500.00	2,500.00	2,500.00		
<b>TX 1-11</b>	<b>THURMOND HTS</b>								
	Sewer Repairs	1450		930.00	930.00	930.00	930.00		
	Facility Renovations	1470		30,000.00				moved to CFP2007	
<b>TX 1-12</b>	<b>GEORGIAN MANOR</b>								
	Fencing	1450		15,000.00				moved to CFP2007	
	Sewer Repairs	1450		310.00	310.00	310.00	310.00	jetting	
	ADA Ramp	1460			432.00	432.00	432.00		
	Fire Damage Repairs	1460			5,357.00	5,357.00	5,357.00	complete	
<b>TX 1-13</b>	<b>GOODRICH</b>								
	Guttering & Drainage	1450		20,000.00				moved to CFP2007	

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

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

1/6/2009, 9:41 AM, 6 of 8

2006

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost		Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended	
	Fencing	1450		10,000.00				moved to CFP2007
	Emergency - Ceiling Repair	1460		4,850.00	4,850.00	4,850.00	4,850.00	complete
	Relocation	1495			300.00	300.00	300.00	temp., for ceiling repairs
TX 1-15	<b>NORTHLOOP</b>							
	Common Area Improvements	1450		10,000.00				moved to CFP2007
	Sewer Line Repairs	1450		1,105.00	1,105.00	1,105.00	1,105.00	
	Sidewalk Repairs	1450			4,452.00	4,452.00	4,452.00	
	Common Area Improvements	1460		10,000.00	1,200.00	1,200.00	1,200.00	
	Clean Window & Screens	1460		25,000.00				
	Trash Chute Modification	1460		2,392.00	24,920.00	24,920.00	24,920.00	moved to CFP2008 w/ Ext Paint
	Fire Alarm Upgrade	1460			42,394.00	42,394.00	42,394.00	from CFP2010
TX 1-16	<b>NORTHGATE</b>							
	Common Area Improvements	1450		10,000.00				
	Sewer Repairs	1450		1,240.00	1,240.00	1,240.00	1,240.00	jetting
	HVAC Replacements	1460	100%	50,000.00	44,248.50	44,248.50	44,248.50	complete
	Exterior Painting and Repairs	1460	100%	47,357.00	54,769.50	54,769.50	54,769.50	
	Carpet and Tile Replacement	1460	2	2,114.97	2,114.97	2,114.97	2,114.97	Scattered Unit
	Bathroom Repair	1460	1		2,800.00	2,800.00	2,800.00	
	Emergency Repairs	1460	1		4,607.00	4,607.00	4,607.00	requested unit repair
	Miniblinds	1460			512.51	512.51	512.51	Scattered Unit
	Renovations & Repairs	1460	2		10,833.74	10,833.74	10,833.74	Scattered Unit
	HVAC	1465	2	1,288.00	3,325.00	3,325.00	3,325.00	Scattered Unit
	Dishwasher	1465	1		219.00	219.00	219.00	Scattered Unit
	Renovations - Community Room	1470	1		7,305.00	7,305.00	7,305.00	
	HVAC-Office	1475	1		2,689.00	2,689.00	2,689.00	
TX 1-17	<b>SHADOWBEND</b>							

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

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

2006

1/6/2009, 9:41 AM, 7 of 8

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost		Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended	
	Fencing	1450		20,000.00				moved to CFP2007
	Sewer Line Repair	1450		465.00	465.00	465.00	465.00	jetting
	Sidewalk Repairs	1450	100%		8,002.40	8,002.40	8,002.40	complete
	Playground Equipment	1450		8,955.00	8,955.00	8,955.00	8,955.00	complete
	HVAC	1460	100%		43,953.50	43,953.50	43,953.50	moved from CFP2007
TX 1-18	<b>MANCHACA II</b>							
	Playground Improvements	1450		5,000.00				completed in prior CFP
	Water Heater Replacements	1460		20,000.00				moved to CFP2007
	HVAC	1460	100%		42,110.50	42,110.50	42,110.50	from CFP2005-complete
	Roofing	1460	2		9,125.00	9,125.00	9,125.00	
TX 1-19	<b>MANCHACA VILLAGE</b>							
	Erosion, Drainage & Landscaping	1450		5,438.00	10,388.00	10,388.00	10,388.00	complete
	Playground Improvements	1450		10,048.00	10,048.00	10,048.00	10,048.00	complete
	Exterior Repairs & Paint	1460	100%	50,000.00	141,166.20	141,166.20	141,166.20	complete
	HVAC Replacements	1460	100%	40,000.00	42,110.50	42,110.50	42,110.50	complete
	Porch Modification	1470	1		2,500.00	2,500.00	2,500.00	office bidg
TX 1-20	<b>RIO LADO</b>							
	Sewer Line Repair	1450		1,085.00	1,085.00	1,085.00	1,085.00	jetting
	Signs	1450	1	1,798.93	1,798.93	1,798.93	1,798.93	complete
	ADA Modification	1460	1		200.00	200.00	200.00	RA
	Roofing & Guttering	1460	1		3,575.00	3,575.00	3,575.00	scattered sites
	Interior Renovations Kitchen & Bath	1460		100,000.00	6,325.00	6,325.00	6,325.00	moved to CFP2007
	Bath Tub Replacement	1460	10	9,536.68	23,783.17	23,783.17	23,783.17	
	HVAC-furnace	1465	5	1,955.00	6,129.00	6,129.00	6,129.00	
	Renovations - carpet installation	1470	1		3,847.07	3,847.07	3,847.07	office

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

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

2006

1/6/2009, 9:41 AM, 8 of 8

Development Number/Name HA-Wide Activities	General Description of Major Categories	Dev Account Number	Qty	Total Estimated Cost		Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended	
TX 1-22	<b>CORONADO HILLS</b>							
	Erosion, Drainage Improvements	1450		3,695.29	4,500.00	4,500.00	4,500.00	complete
	Fencing Repair	1450			700.00	700.00	700.00	
	Interior Renovations	1460	3	19,295.42	35,905.42	35,905.42	35,905.42	emer-as requested-complete
	HVAC	1460	100%		36,000.00	36,000.00	36,000.00	from CFP2010-complete
	HVAC	1465			7,833.00	7,833.00	7,833.00	
	Mold Remediation	1470		1,500.00	1,500.00	1,500.00	1,500.00	
	HVAC	1475	1	7,023.00	7,023.00	7,023.00	7,023.00	office--condemned due to mold
TX 1-27	<b>SCATTERED SITES</b>							
	Interior Renovations	1460	2	10,000.00	9,305.00	9,305.00	9,305.00	
	Roofing & Guttering	1460	1	7,775.00	4,200.00	4,200.00	4,200.00	
	Dishwasher	1465		441.00	441.00	441.00	441.00	
	<b>GRAND TOTAL</b>			<b>2,996,300.00</b>	<b>2,996,300.00</b>	<b>2,996,300.00</b>	<b>2,996,300.00</b>	

**Actual Comprehensive Grant  
Cost Certificate**  
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157  
(Exp. 11/30/2008)

PHA/IHA Name	Comprehensive Grant Number
HOUSING AUTHORITY OF THE CITY OF AUSTIN	TX 59-P001-50106
	FFY of Grant Approval
	2006

The PHA/IHA hereby certifies to the Department of Housing and Urban Development as follows:

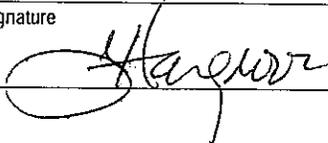
1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Comprehensive Grant, is as shown below:

A. Original Funds Approved	\$ 2,996,300
B. Revised Funds Approved	\$ 2,996,300
C. Funds Advanced	\$ 2,996,300
D. Funds Expended (Actual Modernization Cost)	\$ 2,996,300
E. Amount to be Recaptured (A-D)	\$ -0-
F. Excess of Funds Advanced (C-D)	\$ -0-

2. That all modernization work in connection with the Comprehensive Grant has been completed;
3. That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA have been fully paid;
4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work; and
5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature	Date
	1-5-09

**For HUD Use Only**

The Cost Certificate is approved for audit.

Approved for Audit (Director, Public Housing Division)	Date

The audited costs agree with the costs shown above.

Verified (Director, Public Housing Division)	Date

Approved (Field Office Manager)	Date