

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Tallahassee Housing Authority</u> PHA Code: <u>FL073</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/01/2009</u>												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>541</u> Number of HCV units: <u>2089</u>												
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)												
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program <table border="1"> <thead> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </tbody> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
PH	HCV												
PHA 1:													
PHA 2:													
PHA 3:													
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.												
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The Tallahassee Housing Authority strongly supports the mission of the United States Department of Housing and Urban Development (HUD) which is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination. This PHA's mission is to improve the living conditions of low-income families, provide better housing conditions and work with other agencies in the community to improve the economic and social status of the residents and their families.												

<p>5.2</p>	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>The Tallahassee Housing Authority has converted all public housing developments to site based public housing. Our community partnerships will be enhanced in an effort to offer residents a holistic approach in striving to become totally self-sufficient. A current partnership with Workforce Plus, faith based organizations and the Department of Children & Families will continue to offer opportunities for self empowerment and hopefully homeownership.</p> <p>The Family Self Sufficiency (FSS) program enrollment has successfully increased along with our home ownership program through the Housing Choice Voucher program. Public Housing residents are also enrolling in these self-sufficient programs.</p> <p>We continue to increase our maintenance upgrades and moving totally toward offering additional energy efficient units. Our attic insulation is being increased from R30 to R38. Meetings have taken place and discussion has been had in regards to exploring solar energy at the Pinewood Place community under the ARRA/Stimulus funds. Section 3 employment was re-initiated and public housing residents have been hired and are working directly on site.</p> <p>We have begun an in-depth analysis regarding the public housing disabled residents and their needs; we anticipate a two year time frame to completely explore this analysis. Currently, THA has installed additional wheel-chair accessible ramps at all resident requests within the last 5-year plan period.</p> <p>Staff is working to provide awareness and education to our demographic regarding the Victim of Domestic Violence against Women Act</p> <p>THA continues to offer empowerment programs for Public Housing/ Section participants, listed below are some programs and partnerships offered:</p> <p>Provide GED classes to adult population at each public housing site Increase social services, parent skills and money management educational activities for residents Partner with residents and resident organization (OAUTA) and community social services agencies Develop lease/purchase program for Housing Choice Voucher and Public Housing programs Increase Section 3 employees Villas at Crowder Ridge (Currently Seeking Syndicate Investor) THA hired a FSS Coordinator THA PHAS & SEMAP scores have increased and is rated as a "HIGH PERFORMANCE" agency THA reduced its high vacancy rate in its public housing communities and maintains 95-100% occupancy THA provides economic and social programs to its residents (JumpStart, money smart program) THA has hired security officers at its developments and re-established its neighborhood crime watch program THA has increased the number of files that are reviewed in a Quality Control effort THA has increased its home ownership opportunities THA has increased staff trainings (Florida Division on Human Relations) THA has expanded its partnership with the City of Tallahassee installation of R38 insulation took place in all public housing developments THA re-established its Program Coordinating Committee with community volunteers for Public Housing/ Section 8 FSS Programs THA reduced unit maintenance turnaround to 3/4 days THA has changed its procedure policy to incorporate the ARRA Stimulus requirements THA has reduced legal costs by filing its on evictions THA has established a partnership with Workforce Plus, Children & Families, Disc Village (Prevention & Intervention Youth Programs) Faith Based Groups for public housing residents Increase the percentage of handicap/disabled units PHA wide Continue to offer drug free/substance abuse work place environment</p> <p>THA will continue to apply for grants that will assist the programs we administer in an effort to provide total self-sufficiency to our participants. THA will also continue to comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards.</p>
<p>6.0</p>	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: None but the capital fund grants</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p>The PHA plan will be available at each public housing development site office and the (central office) of the Tallahassee Housing Authority. A copy of the plan can also be obtained by contacting the Executive Director directly.</p> <p>See attachment f1073i03 – Eligibility, Selection and Admissions Policies, Including Deconcentration and Wait List Procedures f1073j03 – Designated Housing for Elderly and Disabled Families f1073k03 – Community Service and Self-Sufficiency f1073l03 – Safety and Crime Prevention f1073m03 – Pets f1073p03 – Violence Against Women Act (VAWA)</p>

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>The Tallahassee Housing Authority applied and received HOPE VI funding for the Ebony Gardens Public Housing. It is not anticipated that THA will apply for any more such funding for any other public housing community. An conversion analysis was performed by this pha in 2004 at that time and as of this plan submission we do not intent to convert any public housing developments to other type of housing unless mandated by HUD.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. (see attachments fl073a03 and fl073b03 for CFP grants & attachments fl073x03; fl073y03; and fl073z03 for Replacement Housing grants for Scattered Sites)</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. (see attachment fl073c03)</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (see attachments fl073d03 and fl073o03)</p> <p>Attachments includes a combined PHA and Housing Choice Voucher needs.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>The Tallahassee Housing Authority will continue to work with the City and County housing departments in an effort to identify and apply for affordable housing. In addition THA will monitor all HUD grant funding notices and apply where applicable to expand housing opportunities for rental expansion for public housing and the housing choice voucher programs.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>The THA has continued to partner with community agencies in an effort to afford our residents the opportunity to receive assistance in getting job training, educational opportunities, parenting skill enhancement, and self sufficiency opportunities.</p> <p>THA through its replacement funds have purchased three scattered public housing units and working toward developing the donated 6 acres off Old Bainbridge Road into a multi-family community.</p> <p>THA has hired a full time fraud investigator in an effort to identify under and non-reporting of income and family composition.. Thus creating a better source for correct subsidy for each family.</p> <p>Financial Resources -THA will submit its Financial Resources electronically -See attachment fl073e03</p> <p>Rent Determination - see attactachment fl073f03</p> <p>Operations & Management- THA currently operates under the Asset Management program as implemented by HUD, maintenance staff is assigned to each AMP, THA contracts with license pest control companies to provide their services. We provide helpful tips to residents via newsletter, resident notice and our resident handbook. See Attachments fl073g03 and fl073n03</p> <p>Grievance Procedures- THA formed an independent community grievance panel. The members of this panel represent various community backgrounds and are utilized for both Section 8 and Public Housing programs. See Attachment fl073h03</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>The Tallahassee Housing Authority defines significant deviation/modification as a demolition or disposition; it also sees it as a public housing conversion activity. This type of modification will only occur with the authorization and approval from our Board of Commissioners and after notice have been provided to our residents.</p>

<p>11.0</p>	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> (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) see attachment f1073q03 (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) see attachment f1073r03 (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) see attachment f1073s03 (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) see attachment f1073t03 (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. See attachments f1073u03 and f1073w03 (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) see attachments f1073a03 and f1073b03 for CFP grants & attachments f1073x03; f1073y03; and f1073z03 for Replacement Housing Grants for Scattered Sites) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) see attachment f1073c03
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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
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.

CAPITAL FUND PROGRAM TABLES

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I:						
Summary						
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-08 Replacement Housing Factor Gran			Federal FY of Grant: 2008	
[] Original Annual Statement [] Reserve for Disasters/Emergencies [X] Revised Annual Statement (revision no:1 12/2009)						
[X] Performance and Evaluation Report for Period Ending:12/31/2009 [] Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Annual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non-CFP Funds					
2	1406 Operations	50,000	0	0	0	
3	1408 Management Improvements	162,000	176,582	176,582	176,581	
4	1410 Administration	90,955	90,955	90,955	90,955	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	0	0	0	0	
8	1440 Site Acquisition					
9	1450 Site Improvement	111,500	166,865	115,271	91,381	
10	1460 Dwelling Structures	419,500	408,727	391,259	306,757	
11	1465.1 Dwelling Equipment - Nonexpendable	21,096	20,747	20,747	19,204	
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment	54,500	45,675	45,675	16,868	
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities	0	0	0	0	
19	1501 Collaterization of Debt Service					
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2- 20)	909,551	909,551	840,489	701,745	
22	Amount of line 21 Related to LBP Activities	0				
23	Amount of line 21 Related to Section 504 Compliance	0				
24	Amount of line 21 Related to Security - Soft Costs	0				
25	Amount of line 21 Related to Security - Hard Costs	0				
26	Amount of line 21 Related to Energy Conservation Measures	0				

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

Part II: Supporting Pages

PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-08 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Central Office	Administrative Costs	1410						
	Management Fee			90,955	90,955	90,955	90,955.00	
	total 1410 - Administration			90,955	90,955	90,955	90,955.00	
	Non-Dwelling Equipment	1475						
	Upgrade Computer Servers			2,500	10,615	10,615	0.00	
	total 1475 - Non-Dwelling Equipment			2,500	10,615	10,615	0.00	
	TOTAL CENTRAL OFFICE			93,455	101,570	101,570	90,955.00	
FL073000001	Management Improvements	1408						
Springfield	Staff Training in Hud Regulations			2,500	1,289	1,289	1,288.39	
	Maintenance Skills Training			1,500	2,652	2,652	2,652.27	
	Resident Initiatives - Drug Intervention/Prevention			40,000	44,730	44,730	44,729.36	
	total 1408 - Management Improvements			44,000	48,671	48,671	48,670.02	
	A & E Fees	1430						
	SFCC A & E Fees			0	0	0	0	
	total 1430 - A & E Fees			0	0	0	0.00	
	Maintain the grounds to improve safety/health issues and property values	1450						
	Erosion Control			35,000	95,238	43,644	28,578.01	
	Additional Parking - Community Center			5,000	0	0	0.00	
	Pressure Washing of Building Exteriors			0	750	750	750.00	
	Playground - Community Center			18,000	29,319	29,319	24,001.43	
	total 1450 -Site Improvement			58,000	125,307	73,713	53,329.44	

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

Part II: Supporting Pages

PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-08 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
FL073000001	Maintain the structure to improve safety/health issues and property values	1460						
Springfield	Repair/Replace roofs		10	38,000	50,000	32,532	26,823.20	
	Replace Kitchen Cabinets in vacant units		7	12,600	1,487	1,487	1,486.94	
	Replace Bathroom sinks & Install Vanities in vacant units		7	3,150	250	250	250.00	
	Install new pressure vessel toilets		10	2,750	0	0	0.00	
	Paint exterior of buildings		20	26,000	0	0	0.00	
	Replace exterior mechanical doors		50	40,000	0	0	0.00	
	Replace front and rear exterior doors		10	9,000	0	0	0.00	
	Paint front and rear exterior doors		100	7,500	0	0	0.00	
	Replace flooring in vacant units		10	18,000	56,182	56,182	53,590.34	
	total 1460 - Dwelling Structures			157,000	107,919	90,451	82,150.48	
	Replace/upgrade Appliances	1465						
	Ranges		5	2,200	2,115	2,115	2,114.84	
	Refrigerators		10	4,800	6,086	6,086	4,863.85	
	total 1465 - Dwelling Equipment			7,000	8,201	8,201	6,978.69	
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			4,000	16,000	16,000	11,366.33	
	Security Camera System for Community Center		1	40,000	1,675	1,675	0.00	
	total 1475 - Non-Dwelling Equipment			44,000	17,675	17,675	11,366.33	
	TOTAL SPRINGFIELD			310,000	307,773	238,711	202,494.96	

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

Part II: Supporting Pages

PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-08 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
FL073000002	Management Improvements	1408						
Orange Avenue	Staff Training in Hud Regulations			2,500	159	159	158.98	
	Maintenance Skills Training			1,500	1,981	1,981	1,980.82	
	Resident Initiatives - Drug Intervention/Prevention			50,000	40,342	40,342	40,341.65	
	total 1408 - Management Improvements			54,000	42,482	42,482	42,481.45	
	Maintain the grounds to improve safety/health issues and property values	1450						
	Sewer Clean outs		10	3,500	0	0	0.00	
	Repair/Replace Sidewalks & Parking lots		10	17,500	4,000	4,000	493.00	
	Additional Security Lighting		5	2,400	0	0	0.00	
	Landscaping		2	10,000	18,252	18,252	18,252.41	
	Playground - Community Center		1	0	0	0	0.00	
	total 1450 -Site Improvement			33,400	22,252	22,252	18,745.41	
	Maintain the structure to improve safety/health issues and property values	1460						
	Repair/Replace roofs		10	38,000	38,742	38,742	28,369.90	
	Install shutters on windows		100	0	0	0	0.00	
	Replace Bathroom floors for 2 story units - vinyl		10	6,500	0	0	0.00	
	Cosmetic improvement to the building façade				0	0	0	
	Refinish kitchen counter tops		10	2,500	0	0	0.00	
	Replace front and rear exterior doors		10	9,000	0	0	0.00	
	Paint front and rear exterior doors		100	7,500	0	0	0.00	
	Replace flooring in vacant units		10	18,000	82,185	82,185	61,828.50	
	total 1460 - Dwelling Structures			81,500	120,927	120,927	90,198.40	

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

Part II: Supporting Pages

PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-08 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
FL073000002	Replace/upgrade Appliances	1465						
Orange Avenue	Ranges		5	2,200	1,529	1,529	1,528.80	
	Refrigerators		10	4,800	5,641	5,641	5,641.21	
	total 1465 - Dwelling Equipment			7,000	7,170	7,170	7,170.01	
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			4,000	5,000	5,000	199.99	
	Security Camera System		1	0	0	0	0.00	
	total 1475 - Non-Dwelling Equipment			4,000	5,000	5,000	199.99	
	TOTAL ORANGE AVENUE			179,900	197,831	197,831	158,795.26	
FL073000003	Operating Subsidy	1406		50,000				
Pinewood Place +	total 1406 - Operations			50,000	0	0	0.00	
	Management Improvements	1408						
	Staff Training in Hud Regulations			2,500	0	0	0.00	
	Maintenance Skills Training			1,500	139	139	139.00	
	Resident Initiatives - Drug Intervention/Prevention			60,000	85,290	85,290	85,290.25	
	total 1408 - Management Improvements			64,000	85,429	85,429	85,429.25	
	Maintain the grounds to improve safety/health issues and property values	1450						
	Restripe parking lot - Pinewood Place		1	1,650	0	0	0.00	
	Landscaping - Pinewood Place & Hidden Pines			5,000	19,306	19,306	19,305.86	
	Playground - Pinewood Place		1	13,450	0	0	0.00	
	total 1450 -Site Improvement			20,100	19,306	19,306	19,305.86	
FL073000003	Maintain the structure to improve safety/health issues and property values	1460						

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

Part II: Supporting Pages

PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-08 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Pinewood Place +	Repair/Replace roofs - Pinewood Place		10	38,000	39,837	39,837	26,801.64	
	Install shutters on windows - Pinewood Place		100	0	0	0	0.00	
	Major & Minor renovations for scattered site homes - siding, concrete, roofs, exterior porches/decks, painting etc.		5	67,500	67,515	67,515	36,951.67	
	Replace exterior mechanical doors - Pinewood Place		50	40,000	0	0	0.00	
	Replace front and rear exterior doors		10	10,000	0	0	0.00	
	Paint front and rear exterior doors		100	7,500	0	0	0.00	
	Replace flooring in vacant units		10	18,000	72,529	72,529	70,654.72	
	total 1460 - Dwelling Structures			181,000	179,881	179,881	134,408.03	
	Replace/upgrade Appliances	1465						
	dishwashers		2	496	0	0	0.00	
	Ranges		5	2,200	485	485	485.00	
	Refrigerators		10	4,400	4,891	4,891	4,570.23	
	total 1465 - Dwelling Equipment			7,096	5,376	5,376	5,055.23	
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			4,000	12,385	12,385	5,301.72	
	total 1475 - Non-Dwelling Equipment			4,000	12,385	12,385	5,301.72	
	TOTAL PINEWOOD +			326,196	302,377	302,377	249,500.09	

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

Part II: Supporting Pages

PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-08 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	total 1406 - Operations			50,000	0	0	0.00	
	total 1408 - Management Improvements			162,000	176,582	176,582	176,580.72	
	total 1410 - Administrative Costs			90,955	90,955	90,955	90,955.00	
	total 1450 - Site Improvement			111,500	166,865	115,271	91,380.71	
	total 1460 - Dwelling Structures			419,500	408,727	391,259	306,756.91	
	total 1465 - Dwelling Equipment			21,096	20,747	20,747	19,203.93	
	total 1475 - Non-Dwelling Equipment			54,500	45,675	45,675	16,868.04	
	TOTAL CFP501-08			909,551	909,551	840,489	701,745.31	

Part I: Summary						
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-09 Date of CFFP: _____			Replacement Housing Factor Grant No:	FFY of Grant: <u>2009</u> FFY of Grant Approval: 2009
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1 12/2009) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2009 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost:		
		Original	Revised	Obligated	Expended	
1	Total Non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) 3					
3	1408 Management Improvements	192,000	192,000	56,168	56,168.14	
4	1410 Administration (may not exceed 10% of line 21)	79,613	79,613	68,826	15,963.96	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
	1440 Site Acquisition					
9	1450 Site Improvement	159,500	184,475	6,119	6,119.04	
10	1460 Dwelling Structures	383,000	363,025	71,785	46,666.43	
11	1465.1 Dwelling Equipment - Nonexpendable	40,500	40,500	10,942	7,276.44	
12	1470 Non-dwelling Structures	0	0	0	0	
13	1475 Non-dwelling Equipment	95,000	90,000	0	0.00	
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities.					
18a	1501 Collateralization of Debt Service paid by the PHA					
18ba	9000 Collateralization of Debt Service paid Via System of Direct Payme					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2- 19)	949,613	949,613	213,840	132,194.01	
21	Amount of line 20 Related to LBP Activities	0				
22	Amount of line 20 Related to Section 504 Actvities	0				
23	Amount of line 20 Related to Security - Soft Costs	0				
24	Amount of line 2. Related to Security - Hard Costs	0				
25	Amount of line 20 Related to Energy Conservation Measures	0				

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

Part I: Summary				
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29S073501-09 Date of CFFP: _____		FFY of Grant: <u>2009</u> FFY of Grant Approval:
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost:
		Original	Revised 2	Obligated Expended
Signature of Executive Director		Signature of Public Housing Director		Date

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-09 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2009		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
FL073000001	Management Improvements	1408						
Springfield	Staff Training in HUD Regulations		3	2,500	2,500	205	204.91	
	Maintenance Skills Training		3	1,500	1,500	0	0.00	
	Security Services			20,000	20,000	5,636	5,635.50	
	Resident Initiatives - Drug Intervention/Prevention			30,000	30,000	12,503	12,503.38	
	total 1408 - Management Improvements			54,000	54,000	18,344	18,343.79	
	Administrative Costs	1410						
	Management Fee			35,900	35,900	35,900	5,321.32	
	total 1410 - Administration			35,900	35,900	35,900	5,321.32	
	Maintain the grounds to improve safety/health issues and property values	1450						
	Erosion Control - extra parking throughout the complex			10,000	10,000	0	0.00	
	Erosion Control - parking area barriers			2,500	2,500	0	0.00	
	Erosion Control - Install gutters			2,000	2,000	0	0.00	
	Extend Cement slabs on front and rear porches			25,000	10,000	0	0.00	
	Pressure Washing of roofs and sidings			10,000	0	0	0.00	
	Relocation of mailboxes			5,000	2,500	0	0.00	
	Cosmetic improvement to site's entrance			5,000	5,000	0	0.00	
	Additional Security Lighting/Cameras			0	47,625	0	0.00	
	total 1450 - Site Improvements			59,500	79,625	0	0.00	

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-09 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2009		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
FL073000001	Maintain the structure to improve safety/health issues and property values	1460						
Springfield	Rebuild the Tri-plex that was determined "totaled" due to significant fire damage		3	15,000	15,000	0	0.00	
	Replace roofs			25,000	105,000	57,321	43,507.00	
	Replace kitchen cabinets			12,600	12,600	0	0.00	
	Replace Bathroom sinks & Install vanities			5,000	5,000	0	0.00	
	Replace flooring (carpeting/VCT tile)			20,000	20,000	3,067	1,009.38	
	total 1460 - Dwelling Structures			77,600	157,600	60,388	44,516.38	
	Replace/Upgrade Appliances	1465						
	Ranges			3,500	3,500	0	0.00	
	Refrigerators - Energy Star			10,000	10,000	5,266	1,600.00	
	total 1465 - Dwelling Equipment			13,500	13,500	5,266	1,600.00	
	Non-Dwelling Equipment	1475						
	Addressing the digital divide - provide wireless internet connection to complex			15,000	10,000	0	0.00	
	Truck for force account laborers			20,000	20,000	0	0.00	
	Upgrade Computer Equipment & Software			10,000	10,000	0	0.00	
	total 1475 - Non-Dwelling Equipment			45,000	40,000	0	0.00	
	TOTAL SPRINGFIELD - FL073000001			285,500	380,625	119,898	69,781.49	

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-09		CFPP (Yes/No)		2009		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
FL073000002	Management Improvements	1408						
Orange Avenue	Staff Training in HUD Regulations		3	2,500	2,500	0	0.00	
	Maintenance Skills Training		3	1,500	1,500	0	0.00	
	Security Services			20,000	20,000	8,475	8,475.00	
	Resident Initiatives - Drug Intervention/Prevention			40,000	40,000	9,635	9,635.31	
	total 1408 - Management Improvements			64,000	64,000	18,110	18,110.31	
	Administrative Costs	1410						
	Management Fee			27,250	27,250	16,463	5,321.32	
	total 1410 - Administration			27,250	27,250	16,463	5,321.32	
	Maintain the grounds to improve safety/health issues and property values	1450						
	Landscaping			10,000	5,000	133	132.85	
	Playground for small children			15,000	15,000	0	0.00	
	Pressure Washing of roofs and sidings			15,000	10,000	5,986	5,986.19	
	total 1450 - Site Improvements			40,000	30,000	6,119	6,119.04	
	Maintain the structure to improve safety/health issues and property values	1460						
	Replace roofs			40,000	40,000	0	0.00	
	Install shutters on windows			40,000	0	0	0.00	
	Repair/replace kitchen cabinets/counter tops			30,000	20,000	0	0.00	
	Replace flooring (carpeting/VCT tile)			20,000	20,000	1,725	1,725.05	
	total 1460 - Dwelling Structures			130,000	80,000	1,725	1,725.05	

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-09 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2009		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
FL073000002	Replace/Upgrade Appliances	1465						
Orange Avenue	Ranges			3,500	3,500	0	0.00	
	Refrigerators - Energy Star			10,000	10,000	1,600	1,600.00	
	total 1465 - Dwelling Equipment			13,500	13,500	1,600	1,600.00	
	Non-Dwelling Equipment	1475						
	Addressing the digital divide - provide wireless internet connection to complex			15,000	10,000	0	0.00	
	Upgrade Computer Equipment & Software			10,000	10,000	0	0.00	
	total 1475 - Non-Dwelling Equipment			25,000	20,000	0	0.00	
	TOTAL ORANGE AVENUE			299,750	234,750	44,017	32,875.72	
FL073000003	Management Improvements	1408						
Pinewood Place +	Staff Training in HUD Regulations		3	2,500	2,500	0	0.00	
	Maintenance Skills Training		3	1,500	1,500	0	0.00	
	Security Services			20,000	20,000	1,404	1,404.00	
	Resident Initiatives - Drug Intervention/Prevention			50,000	50,000	18,310	18,310.04	
	total 1408 - Management Improvements			74,000	74,000	19,714	19,714.04	
	Administrative Costs	1410						
	Management Fee			16,463	16,463	16,463	5,321.32	
	total 1410 - Administration			16,463	16,463	16,463	5,321.32	

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-09		CFPP (Yes/No)		2009		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
FL073000003	Maintain the grounds to improve safety/health issues and property values	1450						
Pinewood	Landscaping			20,000	20,000	0	0.00	
Place +	Repair/replace sidewalks and driveways			20,000	24,000	0	0.00	
	Pressure Washing of roofs and sidings			20,000	20,000	0	0.00	
	Additional secure parking for THA vehicles			0	10,850	0	0.00	
	total 1450 - Site Improvements			60,000	74,850	0	0	
	Maintain the structure to improve safety/health issues and property values	1460						
	Replace roofs - Pinewood and Hidden Pines			45,000	45,000	0	0.00	
	Install shutters on windows - Pinewood			30,000	25,000	0	0.00	
	Repair/replace kitchen cabinets/counter tops - Pinewood & Hidden Pines			30,000	30,000	0	0.00	
	Replace exterior mechanical doors -Pinewood			45,400	425	425	425.00	
	Replace flooring (carpeting/VCT tile) - Pinewood & Hidden Pines			25,000	25,000	9,247	0.00	
	total 1460 - Dwelling Structures			175,400	125,425	9,672	425.00	
	Replace/Upgrade Appliances	1465						
	Ranges			3,500	3,500	1,460	1,459.96	
	Refrigerators - Energy Star			10,000	10,000	2,616	2,616.48	
	total 1465 - Dwelling Equipment			13,500	13,500	4,076	4,076.44	
	Non-Dwelling Equipment	1475						
	Addressing the digital divide - provide wireless internet connection to complex			15,000	20,000	0	0.00	
	Upgrade Computer Equipment & Software			10,000	10,000	0	0.00	
	total 1475 - Non-Dwelling Equipment			25,000	30,000	0	0.00	
	TOTAL PINWOOD +			364,363	334,238	49,925	29,536.80	

Part II: Supporting Pages									
PHA Name:		Grant Type and Number					Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-09			CFFP (Yes/No)		2009		
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²		
	total 1406 - Operations								
	total 1408 - Management Improvements			192,000	192,000	56,168	56,168.14		
	total 1410 - Administrative Costs			79,613	79,613	68,826	15,963.96		
	total 1450 - Site Improvement			159,500	184,475	6,119	6,119.04		
	total 1460 - Dwelling Structures			383,000	363,025	71,785	46,666.43		
	total 1465 - Dwelling Equipment			40,500	40,500	10,942	7,276.44		
	total 1475 - Non-Dwelling Equipment			95,000	90,000	0	0.00		
	TOTAL FL29P073501-09			949,613	949,613	213,840	132,194.01		

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

Part I: Summary					
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-09 Date of CFFP: _____		Replacement Housing Factor Grant No: FFY of Grant: <u>2009</u> FFY of Grant Approval: 2009	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost:	
		Original	Revised ²	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements	189,700			
4	1410 Administration (may not exceed 10% of line 21)	94,850			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,848			
8	1440 Site Acquisition				
9	1450 Site Improvement	110,000			
10	1460 Dwelling Structures	472,600			
11	1465.1 Dwelling Equipment - Nonexpendable	40,500			
12	1470 Non-dwelling Structures	25,000			
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization of Debt Service paid by the PHA				
18ba	9000 Collateralization of Debt Service paid Via System of Direct Payme				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2- 19)	948,498			
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Actvities	0			
23	Amount of line 20 Related to Security - Soft Costs	0			
24	Amount of line 2. Related to Security - Hard Costs	0			
25	Amount of line 20 Related to Energy Conservation Measures	0			

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

Part I: Summary				
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29R073501-10 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: <u>2010</u> FFY of Grant Approval: 2010
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost:
		Original	Revised 2	Obligated Expended
Signature of Executive Director		Signature of Public Housing Director		Date

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P07350110 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2010		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
FL073000001	Management Improvements	1408						
Springfield	Staff Training in HUD Regulations		3	2,500				
	Maintenance Skills Training		3	1,500				
	Resident Initiatives - Drug Intervention/Prevention			42,700				
	total 1408 - Management Improvements			46,700				
FL073000001	Administrative Costs	1410						
Springfield	Management Fee			34,145				
	total 1410 - Administration			34,145				
FL073000001	A & E Fees	1410						
Springfield	Fees - Engineering and A & E fees			14,348				
	Environmental Review			500				
	total 1430 - A & E Fees			14,848				
FL073000001	Maintain the grounds to improve safety/health issues and property values	1450						
Springfield	Erosion Control - extra parking throughout the complex			5,000				
	Erosion Control - parking area barriers			2,500				
	Erosion Control - Install gutters			2,000				
	Additional Parking at Community Center			10,000				
	Extend Cement slabs on front and rear porches			10,000				
	Pressure Washing of roofs and sidings			5,000				
	Relocation of mailboxes			8,000				
	total 1450 - Site Improvements			42,500				
FL073000001	Maintain the structure to improve safety/health issues and property values	1460						

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P07350110 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2010		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
Springfield	- Rebuild/Replace three 3 bedrooms 1700 Joe Louis #146 -#147 - #148 (loss due to extensive fire damage)		3	15,000				
	Replace roofs		10	35,000				
	- Place needed vacant units into mod status		10					
	* Replace Kitchen Cabinets in vacant units			12,600				
	* Replace Bathroom sinks & Install vanities in vacant units			5,000				
	* Replace flooring in vacant units			20,000				
	- Rehab Partial Burned Triplex 1700 Joe Louis #10 -#11 - #12		3	50,000				
	- Increase Fire Prevention in units		50					
	*Install 2 hour fire separation between units			20,000				
	*install exterior audible fire alarms			8,000				
	*strategically place industry grade fire extinguishers throughout the complex			2,000				
	- Replace/Upgrade water heaters		10	2,400				
	- Upgrade Air Conditioners		20	40,000				
	total 1460 - Dwelling Structures			210,000				
	Replace/Upgrade Appliances	1465						
	Ranges			3,500				
	Refrigerators - Energy Star			10,000				
	total 1465 - Dwelling Equipment			13,500				
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			10,000				
	total 1475 - Non-Dwelling Equipment			10,000				
	TOTAL SPRINGFIELD - FL073000001			371,693				

Part II: Supporting Pages									
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P07350110 Replacement Housing Factor Grant No:				CFFP (Yes/No) NO			Federal FFY of Grant: 2010
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²		
FL073000002	Management Improvements	1408							
Orange Avenue	Staff Training in HUD Regulations		3	2,500					
	Maintenance Skills Training		3	1,500					
	Resident Initiatives - Drug Intervention/Prevention			60,000					
	total 1408 - Management Improvements			64,000					
FL073000002	Administrative Costs	1410							
Orange Avenue	Management Fee			35,095					
	total 1410 - Administration			35,095					
FL073000002	A & E Fees	1410							
Orange Avenue	Environmental Review			500					
	total 1430 - A & E Fees			500					
FL073000002	Maintain the grounds to improve safety/health issues and property values	1450							
Orange Avenue	Landscaping			7,500					
	Playground for small children			15,000					
	Address-O-Lighting - for 911 calls			10,000					
	Gutter Installation			2,500					
	Pressure Washing of roofs and sidings			7,500					
	total 1450 - Site Improvements			42,500					
FL073000002	Maintain the structure to improve safety/health issues and property values	1460							
Orange Avenue	Replace roofs			40,000					
	Place needed vacant units into mod status		10						
	* Cosmetic improvements to bathrooms			5,000					
	* Replace flooring in vacant units			12,000					
	* Repair/Replace kitchen cabinets and counter tops			5,000					

Part II: Supporting Pages									
PHA Name:		Grant Type and Number					Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P07350110			CFFP (Yes/No) NO		2010		
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²		
	- Increase Fire Prevention in units		50						
	<i>*Install 2 hour fire separation between units</i>			20,000					
	<i>*install exterior audible fire alarms</i>			8,000					
	<i>*strategically place industry grade fire extinguishers throughout the complex</i>			2,000					
	- Replace/Upgrade water heaters		10	2,400					
	- Upgrade Air Conditioners		20	40,000					
	total 1460 - Dwelling Structures			134,400					
FL073000002	Replace/Upgrade Appliances	1465							
Orange Avenue	Ranges			3,500					
	Refrigerators - Energy Star			10,000					
	total 1465 - Dwelling Equipment			13,500					
	Non-Dwelling Equipment	1475							
	Upgrade Computer Equipment & Software			10,000					
	total 1475 - Non-Dwelling Equipment			10,000					
	TOTAL ORANGE AVENUE			299,995					
FL073000003	Management Improvements	1408							
Pinewood Place +	Staff Training in HUD Regulations		3	2,500					
	Maintenance Skills Training		3	1,500					
	Resident Initiatives - Drug Intervention/Prevention			75,000					
	total 1408 - Management Improvements			79,000					
FL073000003	Administrative Costs	1410							
Pinewood Place +	Management Fee			25,610					
	total 1410 - Administration			25,610					

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P07350110 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2010		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
FL073000003	A & E Fees	1410						
Pinewood Place +	Environmental Review			500				
	total 1430 - A & E Fees			500				
FL073000003	Maintain the grounds to improve safety/health issues and property values	1450						
Pinewood Place +	Landscaping			10,000				
	Repair/replace sidewalks and driveways			10,000				
	Additional Parking - Pinewood			5,000				
	total 1450 - Site Improvements			25,000				
FL073000003	Maintain the structure to improve safety/health issues and property values	1460						
Pinewood Place +	Replace roofs			40,000				
	Install shutters on windows - Pinewood			15,000				
	Place needed vacant units into mod status		10					
	* Repair/replace kitchen cabinets/counter tops - Pinewood & Hidden Pines			7,500				
	* Replace flooring (carpeting/VCT tile) - Pinewood & Hidden Pines			15,000				
	- Increase Fire Prevention in units		25					
	*Install 2 hour fire separation between units			14,000				
	*install exterior audible fire alarms			8,000				
	*strategically place industry grade fire extinguishers throughout the complex			2,000				
	- Replace/Upgrade water heaters		10	1,700				
	- Upgrade Air Conditioners		20	25,000				

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P07350110 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2010		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	total 1460 - Dwelling Structures			128,200				
FL073000003	Replace/Upgrade Appliances	1465						
Pinewood Place +	Ranges			3,500				
	Refrigerators - Energy Star			10,000				
	total 1465 - Dwelling Equipment			13,500				
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			5,000				
	total 1475 - Non-Dwelling Equipment			5,000				
	TOTAL PINWOOD +			276,810				
	total 1406 - Operations							
	total 1408 - Management Improvements			189,700				
	total 1410 - Administrative Costs			94,850				
	total 1430 - A & E Fees			15,848				
	total 1450 - Site Improvement			110,000				
	total 1460 - Dwelling Structures			472,600				
	total 1465 - Dwelling Equipment			40,500				
	total 1475 - Non-Dwelling Equipment			25,000				
	TOTAL FL29P073501-09			948,498				

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

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

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

OMB Approval No. 2577-0157 (Exp. 3/31/2010)

HA Name: The Housing Authority of Tallahassee, FL		Locality: (City/County & State) Tallahassee, Florida			[x] Original [] Revision No.: _____	
A.	Development Number/Name	Work Statement for Year 1 FFY: <u>2010</u>	Work Statement for Year 2 FFY: <u>2011</u>	Work Statement for Year 3 FFY: <u>2012</u>	Work Statement for Year 4 FFY: <u>2013</u>	Work Statement for Year 5 FFY: <u>2014</u>
	FL073000001 Springfield	See Annual Statement	\$153,240	\$153,240	\$191,250	\$171,250
	FL073000002 Orange Ave		\$149,400	\$149,400	\$149,400	\$154,400
	FL073000003 Pinewood +		\$116,000	\$114,000	\$135,490	\$151,000
B.	Physical Improvements Subtotal		\$418,640	\$416,640	\$476,140	\$476,650
C.	Management Improvements		\$172,000	\$172,000	\$172,000	\$172,000
D.	HA - Wide Nondwelling Structures and Equipment		\$0	\$50,000	\$0	\$31,490
E.	Administration		\$98,360	\$98,360	\$98,360	\$98,360
F.	Other - Site Improvements and A&E Fees		\$210,000	\$162,000	\$152,000	\$120,500
G.	Operations		\$0	\$0	\$0	\$0
H.	Demolition					
I.	Replacement Reserve - Equipment		\$51,000	\$51,000	\$51,500	\$51,000
J.	Mod used for development					
K.	Total CGP Funds		\$950,000	\$950,000	\$950,000	\$950,000
L.	Total Non-CGP Funds					
M.	Grand Total		\$950,000	\$950,000	\$950,000	\$950,000
Signature of Executive Director			Date:	Signature of Public Housing Director		Date:

Five-Year Action Plan

Part II: Summary (Continuation)

Comprehensive Grant Program (CGP)

U.S. Department of Housing

and Urban Development

Office of Public and Indian Housing

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

A. Development Number/Name	Work Stmt. for Year 1 2010	Work Statement for Year 2 FFY <u>2011</u>	Work Statement for Year 3 FFY <u>2012</u>	Work Statement for Year 4 FFY <u>2013</u>	Work Statement for Year 5 FFY <u>2014</u>
<u>FL073000001 Springfield</u>	See				
<u>Management Improvements</u>	Annual				
Staff Training in HUD Regulations	Statement	2,500	2,500	2,500	2,500
Maintenance Skills Training		1,500	1,500	1,500	1,500
Resident Initiatives - Drug Intervent/Prevention		40,000	40,000	40,000	40,000
<u>Administrative Costs</u>					
- Management Fee		35,900	35,900	35,900	35,900
<u>A & E Fees</u>					
- Fees - Engineering and A & E fees		3,000	3,000	3,000	3,000
<u>Site Improvements</u>					
Maintain the grounds to improve safety/health					
issues and property values:					
- Erosion Control		5,000	5,000	5,000	5,000
- Additional parking Community Center					
- Additional parking in the complex		10,000	16,000		
- Provide parking barriers					
- Additional Security Lighting/Cameras		5,000	7,500	7,500	7,500
- Extend Cement slabs on front and rear					
porches		10,000	10,000	10,000	10,000
- Pressure Washing of roofs and siding		5,000	5,000	5,000	5,000
- Cosmetic improvement to site's entrance		5,000			
- Install privacy barriers between apartments				15,000	
- Enhance play areas in complex			7,500	7,500	
- Relocation of mailboxes		10,000			
- 504 Improvements/Upgrades as needed			1,000	1,000	1,000
- Build dumpster sheds		10,000			
<u>Dwelling Structure</u>					
Maintain the structure to improve safety/health					
issues and property values:					
- Replace roofs		35,000	35,000	35,000	35,000
- Replace windows					
- Place needed vacant units into mod status					
* Replace Kitchen Cabinets in vacant units		12,000	12,000	25,000	25,000
* Replace Bathroom sinks & Install vanities in					
vacant units		5,000	5,000	5,000	5,000
* Replace flooring in vacant units		30,000	30,000	35,000	35,000
- Install new pressure vessel toilets		2,740	2,740	2,750	2,750
Louis #146 -#147 - #148 (loss due to extensive					
fire damage)					

Five-Year Action Plan

Part II: Summary (Continuation)

Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**

Office of Public and Indian Housing

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

A. Development Number/Name	Work Stmt. for Year 1 2010	Work Statement for Year 2 FFY <u>2011</u>	Work Statement for Year 3 FFY <u>2012</u>	Work Statement for Year 4 FFY <u>2013</u>	Work Statement for Year 5 FFY <u>2014</u>
- Rehab Partial Burned Triplex 1700 Joe Louis #10 -#11 - #12					
- Repair/Replace exterior siding		5,000	5,000	5,000	5,000
- 504 Improvements/Upgrades as needed		1,000	1,000	1,000	1,000
- Increase Fire Prevention in units <i>*Install 2 hour fire separation between units</i> <i>*install exterior audible fire alarms</i> <i>*strategically place industry grade fire extinguishers throughout the complex</i>		20,000	20,000	20,000	
- Replace/Upgrade water heaters		2,500	2,500	2,500	2,500
- Upgrade Air Conditioners		40,000	40,000	60,000	60,000
<u>Replace/Upgrade Appliance</u>					
Ranges		3,500	3,500	3,500	3,500
Refrigerators - Energy Star		10,000	10,000	10,000	10,000
<u>Non-Dwelling Equipment</u>					
Upgrade Computer Equipment & Software		2,500	2,500	2,500	2,500
<u>Non-Dwelling Structure</u>					
- Construct a Maintenance Building			50,000		
<u>FL073000002 Orange Ave</u>					
<u>Management Improvements</u>					
Staff Trainings in HUD Regulations		2,500	2,500	2,500	2,500
Maintenance Skills Training		1,500	1,500	1,500	1,500
Resident Initiatives - Drug Intervent/Prevention		60,000	60,000	60,000	60,000
<u>Administrative Costs</u>					
- Management Fee		36,850	36,850	36,850	36,850
<u>Site Improvements</u>					
Maintain the grounds to improve safety/health issues and property values:					
- Landscaping		5,000	5,000	5,000	5,000
- Additional parking in the complex		10,000	10,000	10,000	10,000
- Provide parking barriers		500	500	500	500
- Erosion Control		10,000	10,000	10,000	10,000
- Additional Security Lighting/Cameras		2,000	2,000	2,000	2,000
- Enhanced fence line		15,000	10,000		
- Playground for community center		20,000			
- 504 Improvements/Upgrades as needed		5,000			
- Address-O-Lighting - for 911 calls					
- Pressure Washing of roofs and siding		7,500	7,500	7,500	7,500

Five-Year Action Plan

Part II: Summary (Continuation)

Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**

Office of Public and Indian Housing

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

A. Development Number/Name	Work Stmt. for Year 1 2010	Work Statement for Year 2 FFY <u>2011</u>	Work Statement for Year 3 FFY <u>2012</u>	Work Statement for Year 4 FFY <u>2013</u>	Work Statement for Year 5 FFY <u>2014</u>
- Build dumpster sheds		5,000	5,000		
<u>Dwelling Structure</u>					
Maintain the structure to improve safety/health issues and property values:					
- Replace roofs		35,000	35,000	35,000	40,000
- Place needed vacant units into mod status					
* <i>Cosmetic improvements to bathrooms</i>		5,000	5,000	5,000	5,000
* <i>Replace flooring in vacant units</i>		25,000	25,000	25,000	25,000
* <i>Repair/Replace kitchen cabinets and counter tops</i>		5,000	5,000	5,000	5,000
- Cosmetic improvement to the building façade		5,000	5,000	5,000	15,000
- 504 Improvements/Upgrades as needed		2,000	2,000	2,000	2,000
- Increase Fire Prevention in units					
* <i>Install 2 hour fire separation between units</i>		20,000	20,000	20,000	
* <i>install exterior audible fire alarms</i>					
* <i>strategically place industry grade fire extinguishers throughout the complex</i>					
- Replace/Upgrade water heaters		2,400	2,400	2,400	2,400
- Upgrade Air Conditioners		50,000	50,000	50,000	60,000
<u>Replace/Upgrade Appliance</u>					
Ranges		3,500	3,500	3,500	3,500
Refrigerators - Energy Star		10,000	10,000	10,000	10,000
<u>Non-Dwelling Structure</u>					
- Construct a Maintenance Building and bring unit back on-line					31,490
<u>Non-Dwelling Equipment</u>					
Upgrade Computer Equipment & Software		2,500	2,500	2,500	2,500
<u>FL073000003 Pinewood +</u>					
<u>Operations</u>					
<u>Management Improvements</u>					
Staff Training in HUD Regulations		2,500	2,500	2,500	2,500
Maintenance Skills Training		1,500	1,500	1,500	1,500
Resident Initiatives - Drug Intervent/Prevention		60,000	60,000	60,000	60,000
<u>Administrative Costs</u>					
- Management Fee		25,610	25,610	25,610	25,610

Five-Year Action Plan

Part II: Summary (Continuation)

Comprehensive Grant Program (CGP)

U.S. Department of Housing

and Urban Development

Office of Public and Indian Housing

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

A. Development Number/Name	Work Stmt. for Year 1 2010	Work Statement for Year 2 FFY <u>2011</u>	Work Statement for Year 3 FFY <u>2012</u>	Work Statement for Year 4 FFY <u>2013</u>	Work Statement for Year 5 FFY <u>2014</u>
<u>Site Improvements</u>					
Maintain the grounds to improve safety/health issues and property values:					
- Landscaping (AMP wide)		10,000	10,000	11,000	5,000
- Repair/Replace sidewalks and driveways (AMP wide)		20,000	20,000	20,000	12,000
- Replace/Repair water piping - extensive leaking (Pinewood)		5,000	5,000	5,000	5,000
- Pressure Washing of roofs and siding (AMP wide)		2,500	2,500	2,500	5,000
- Erosion Control		5,000	5,000	5,000	7,500
- Replace/Repair privacy fences		10,000			
- 504 Improvements/Upgrades as needed		2,000	2,000	2,000	2,000
- surface road to rear of community center			5,000	10,000	10,000
- Additional Security Lighting/Cameras		5,000	5,000	5,000	5,000
- Additional Parking - Pinewood		2,500	2,500	2,500	2,500
- Build dumpster sheds		5,000			
<u>Dwelling Structure</u>					
Maintain the structure to improve safety/health issues and property values:					
- Replace roofs (Pinewood Place & Hidden Pines)		35,000	35,000	35,000	40,000
- Major & Minor renovations (Scattered Site homes) siding, concrete, roofs, exterior porches/decks, painting etc.				14,490	15,000
- Install Shutters on windows - Pinewood Place					
- 504 Improvements/Upgrades as needed		2,000	0	2,000	2,000
- Place needed vacant units into mod status					
* <i>Repair/Replace kitchen cabinets & counter tops (AMP wide)</i>		10,000	10,000	10,000	15,000
* <i>Cosmetic improvements to bathrooms</i>		5,000	5,000	5,000	5,000
* <i>Replace flooring in vacant units</i>		20,000	20,000	20,000	20,000
- Replacement of A/C units		25,000	25,000	30,000	35,000
- additional storage		5,000	5,000	5,000	5,000
- Increase Fire Prevention in units					
* <i>Install 2 hour fire separation between units</i>		14,000	14,000	14,000	14,000
* <i>install exterior audible fire alarms</i>					
* <i>strategically place industry grade fire extinguishers throughout the complex</i>					
<u>Replace/Upgrade Appliance</u>					
Ranges		3,500	3,500	3,500	3,500
Refrigerators - Energy Star		10,000	10,000	10,000	10,000

Five-Year Action Plan

Part II: Summary (Continuation)

Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**

Office of Public and Indian Housing

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

A. Development Number/Name	Work Stmt. for Year 1 2010	Work Statement for Year 2 FFY <u>2011</u>	Work Statement for Year 3 FFY <u>2012</u>	Work Statement for Year 4 FFY <u>2013</u>	Work Statement for Year 5 FFY <u>2014</u>
Dishwashers		500	500	1,000	500
<u>Non-Dwelling Structure</u> - Enlarge Management Office and bring unit back on-line		2,500	2,500	2,500	2,500
<u>Non-Dwelling Equipment</u> Upgrade Computer Equipment & Software		2,500	2,500	2,500	2,500
		950,000	950,000	950,000	950,000

**Five-Year Action
Part III: Support
Physical Needs W
Comprehensive C**

Work
Statement
for Year 1
FFY: 2010

See
Annual
Statement

Work
Statement
for Year 1
FFY: 2010

See
Annual
Statement

Work
Statement
for Year 1
FFY: 2010

See
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Work
Statement
for Year 1
FFY: 2010

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Annual
Statement

Work
Statement
for Year 1
FFY: 2010

See
Annual
Statement

Work
Statement
for Year 1
FFY: 2010

See
Annual
Statement

Work Statement for Year <u>2</u>			Work Statement for Year <u>3</u>		
FFY: <u>2011</u>			FFY: <u>2012</u>		
Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
FL073000001 Springfield			FL073000001 Springfield		
<u>Management Improvements</u>			<u>Management Improvements</u>		
Staff Training in HUD Regulations		\$2,500	Staff Training in HUD Regulations		\$2,500
Maintenance Skills Training		\$1,500	Maintenance Skills Training		\$1,500
Resident Initiatives - Drug Intervent/Prevention		<u>\$40,000</u>	Resident Initiatives - Drug Intervent/Prevention		<u>\$40,000</u>
Subtotal		\$44,000	Subtotal		\$44,000
<u>Administrative Costs</u>			<u>Administrative Costs</u>		
Management Fee		<u>\$35,900</u>	Management Fee		<u>\$35,900</u>
Subtotal		\$35,900	Subtotal		\$35,900
<u>A & E Fees</u>			<u>A & E Fees</u>		
- Engineering and A&E Fees		<u>\$3,000</u>	- Engineering and A&E Fees		<u>\$3,000</u>
Subtotal		\$3,000	Subtotal		\$3,000
<u>Site Improvements</u>			<u>Site Improvements</u>		
Maintain the grounds to improve safety/health issues and property values:			Maintain the grounds to improve safety/health issues and property values:		
- Erosion Control	5%	\$5,000	- Erosion Control	5%	\$5,000
- Additional parking in the complex	25%	\$10,000	- Additional parking in the complex	25%	\$16,000
- Build Dumpster sheds	100%	\$10,000	- Additional Security Lighting/Cameras	25%	\$7,500
- Additional Security Lighting/Cameras	25%	\$5,000	- Extend Cement slabs on front and rear porches	20%	\$10,000
- Extend Cement slabs on front and rear porches	20%	\$10,000	- Pressure Washing of roofs and siding	10%	\$5,000
- Pressure Washing of roofs and siding	10%	\$5,000	- Enhance Play areas in complex	50%	\$7,500
- Cosmetic improvement to site's entrance	195 units	\$5,000	- 504 Improvements/Upgrades as needed		<u>\$1,000</u>
- Relocation of mailboxes	195 units	<u>\$10,000</u>	Subtotal		\$52,000
Subtotal		\$60,000	<u>Dwelling Structure</u>		
<u>Dwelling Structure</u>			Maintain the structure to improve safety/health issues and property values:		
Maintain the structure to improve safety/health issues and property values:			- Replace roofs	10 units	\$35,000
- Replace roofs	10 units	\$35,000	- Replace Kitchen Cabinets in vacant units	7 units	\$12,000
- Replace Kitchen Cabinets in vacant units	7 units	\$12,000	- Replace Bathroom sinks & Install vanities in vacant units	7 units	\$5,000
- Replace Bathroom sinks & Install vanities in vacant units	7 units	\$5,000	- Install new pressure vessel toilets	10 units	\$2,740
- Install new pressure vessel toilets	10 units	\$2,740	- Replace flooring in vacant units	10	\$30,000
- Replace flooring in vacant units	10	\$30,000	- Repair/Replace Exterior siding		\$5,000
- Repair/Replace Exterior siding		\$5,000	- 504 Improvements/Upgrades as needed		\$1,000
- 504 Improvements/Upgrades as needed		\$1,000	- Install 2 hr. fire separation between units		\$20,000
- Install 2 hr. fire separation between units		\$20,000	- Replace/Upgrade water heaters		\$2,500
- Replace/Upgrade water heaters		\$2,500	- Upgrade air conditioners	20%	<u>\$40,000</u>
- Upgrade air conditioners	20%	<u>\$40,000</u>	Subtotal		\$153,240
Subtotal		\$153,240	<u>Replace/Upgrade Appliance</u>		
<u>Replace/Upgrade Appliance</u>			Ranges	8	\$3,500
Ranges	8	\$3,500	Refrigerators - Energy Star	20	<u>\$10,000</u>
Refrigerators - Energy Star	20	<u>\$10,000</u>	Subtotal		\$13,500
Subtotal		\$13,500	<u>Non-Dwelling Equipment</u>		
<u>Non-Dwelling Equipment</u>			Upgrade Computer Equipment & Software	2	<u>\$2,500</u>
Upgrade Computer Equipment & Software	2	<u>\$2,500</u>	Subtotal		\$2,500
Subtotal		\$2,500	<u>Non-Dwelling Structure</u>		
Total FL073000001		\$312,140	- Construct a Maintenance Building		<u>\$50,000</u>
Subtotal of Estimated Cost		\$312,140	Subtotal		\$50,000
			Total FL073000001		\$354,140

Work Statement for Year <u>2</u> FFY: <u>2011</u>			Subtotal of Estimated Cost			Work Statement for Year <u>3</u> FFY: <u>2012</u>			Subtotal of Estimated Cost			\$354,140		
Development Number/Name/General Description of Major Work Categories			Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories			Quantity	Estimated Cost					
FL073000002 Orange Ave					FL073000002 Orange Ave									
<u>Management Improvements</u>					<u>Management Improvements</u>									
Staff Training in HUD Regulations				\$2,500	Staff Training in HUD Regulations				\$2,500					
Maintenance Skills Training				\$1,500	Maintenance Skills Training				\$1,500					
Resident Initiatives - Drug Intervent/Prevention				<u>\$60,000</u>	Resident Initiatives - Drug Intervent/Prevention				<u>\$60,000</u>					
Subtotal				\$64,000	Subtotal				\$64,000					
<u>Administrative Costs</u>					<u>Administrative Costs</u>									
Management Fee				<u>\$36,850</u>	Management Fee				<u>\$36,850</u>					
Subtotal				\$36,850	Subtotal				\$36,850					
<u>Site Improvements</u>					<u>Site Improvements</u>									
Maintain the grounds to improve safety/health issues and property values:					Maintain the grounds to improve safety/health issues and property values:									
- Landscaping				\$5,000	- Landscaping				\$5,000					
- Playground for small children			100%	\$20,000	- Enhance Fence line			50%	\$10,000					
- Enhance Fence line			50%	\$15,000	- Erosion Control			25%	\$10,000					
- Erosion Control			25%	\$10,000	- Additional parking in the complex			25%	\$10,000					
- Additional parking in the complex			25%	\$10,000	- Provide parking barriers			25%	\$500					
- Provide parking barriers			25%	\$500	- Additional Security Lighting/Cameras			25%	\$2,000					
- Additional Security Lighting/Cameras			25%	\$2,000	- Pressure Washing of roofs and siding			10%	\$7,500					
- Pressure Washing of roofs and siding			10%	\$7,500	- Build dumpster sheds			50%	<u>\$5,000</u>					
- 504 Improvements/Upgrades as needed				\$5,000	Subtotal				\$50,000					
- Build dumpster sheds			50%	<u>\$5,000</u>										
Subtotal				\$80,000										
<u>Dwelling Structure</u>					<u>Dwelling Structure</u>									
Maintain the structure to improve safety/health issues and property values:					Maintain the structure to improve safety/health issues and property values:									
- Replace roofs			10 units	\$35,000	- Replace roofs			10 units	\$35,000					
- Cosmetic improvements to bathrooms			20 units	\$5,000	- Cosmetic improvements to bathrooms			20 units	\$5,000					
- Cosmetic Improvement to the building façade				\$5,000	- Cosmetic Improvement to the building façade				\$5,000					
- Repair/Replace kitchen cabinets and counter tops			10 units	\$5,000	- Repair/Replace kitchen cabinets and counter tops			10 units	\$5,000					
- 504 Improvements/Upgrades as needed				\$2,000	- 504 Improvements/Upgrades as needed				\$2,000					
- Replace flooring in vacant units			10	\$25,000	- Replace flooring in vacant units			10	\$25,000					
- Install 2 hr. fire separation between units				\$20,000	- Install 2 hr. fire separation between units				\$20,000					
- Replace/Upgrade water heaters				\$2,400	- Replace/Upgrade water heaters				\$2,400					
- Upgrade air conditioners			20%	<u>\$50,000</u>	- Upgrade air conditioners			20%	<u>\$50,000</u>					
Subtotal				\$149,400	Subtotal				\$149,400					
<u>Replace/Upgrade Appliance</u>					<u>Replace/Upgrade Appliance</u>									
Ranges			8	\$3,500	Ranges			8	\$3,500					
Refrigerators			21	<u>\$10,000</u>	Refrigerators			21	<u>\$10,000</u>					
Subtotal				\$13,500	Subtotal				\$13,500					
<u>Non-Dwelling Equipment</u>					<u>Non-Dwelling Equipment</u>									
Upgrade Computer Equipment & Software			2	<u>\$2,500</u>	Upgrade Computer Equipment & Software			2	<u>\$2,500</u>					
Subtotal				\$2,500	Subtotal				\$2,500					
Total FL073000002				\$346,250	Total FL073000002				\$316,250					
Subtotal of Estimated Cost				\$346,250	Subtotal of Estimated Cost				\$316,250					

Work Statement for Year 2

FFY: 2011

Work Statement for Year 3

FFY: 2012

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
FL073000003 Pinewood +			FL073000003 Pinewood +		
<u>Management Improvements</u>			<u>Management Improvements</u>		
Staff Training in HUD Regulations		\$2,500	Staff Training in HUD Regulations		\$2,500
Maintenance Skills Training		\$1,500	Maintenance Skills Training		\$1,500
Resident Initiatives - Drug Intervent/Prevention		<u>\$60,000</u>	Resident Initiatives - Drug Intervent/Prevention		<u>\$60,000</u>
Subtotal		\$64,000	Subtotal		\$64,000
<u>Administrative Costs</u>			<u>Administrative Costs</u>		
Management Fee		<u>\$25,610</u>	Management Fee		<u>\$25,610</u>
Subtotal		\$25,610	Subtotal		\$25,610
<u>Site Improvements</u>			<u>Site Improvements</u>		
Maintain the grounds to improve safety/health issues and property values:			Maintain the grounds to improve safety/health issues and property values:		
- Landscaping (AMP wide)		\$10,000	- Landscaping (AMP wide)		\$10,000
- Repair/Replace sidewalks and driveways (AMP wide)		\$20,000	- Repair/Replace sidewalks and driveways (AMP wide)		\$20,000
- Erosion Control	25%	\$5,000	- Erosion Control	25%	\$5,000
- Build Dumpster Sheds	100%	\$5,000	- Surface road to rear of community center	25%	\$5,000
- Additional Security Lighting/Cameras	25%	\$5,000	- Additional Security Lighting/Cameras	25%	\$5,000
- Additional parking for Pinewood	25%	\$2,500	- Additional parking for Pinewood	25%	\$2,500
- Pressure Washing of roofs and siding (AMP wide)	10%	\$2,500	- 504 Improvements/Upgrades as needed		\$2,000
- Replace/Repaid water piping - Pinewood		\$5,000	- Replace/Repaid water piping - Pinewood		\$5,000
- Replace/Repair Privacy fences	50%	\$10,000	- Pressure Washing of roofs and siding (AMP wide)	10%	<u>\$2,500</u>
- 504 Improvements/Upgrades as needed		<u>\$2,000</u>	Subtotal		\$57,000
Subtotal		\$67,000			
<u>Dwelling Structure</u>			<u>Dwelling Structure</u>		
Maintain the structure to improve safety/health issues and property values:			Maintain the structure to improve safety/health issues and property values:		
- Replace roofs (Pinewood Place & Hidden Pines)	10 units	\$35,000	- Replace roofs (Pinewood Place & Hidden Pines)	10 units	\$35,000
- Replacement of A/C units	11 units	\$25,000	- Replacement of A/C units	11 units	\$25,000
- 504 Improvements/Upgrades as needed	35 units	\$2,000	- Cosmetic Improvements to bathrooms	10 units	\$5,000
- Repair/Replace kitchen cabinets & counter tops (AMP wide)	10 units	\$10,000	- Repair/Replace kitchen cabinets & counter tops (AMP wide)	10 units	\$10,000
- Additional storage	20 units	\$5,000	- Additional storage	20 units	\$5,000
- Cosmetic Improvements to bathrooms	10 units	\$5,000	- Install 2 hr. fire separation between units	15 units	\$14,000
- Install 2 hr. fire separation between units	15 units	\$14,000	- Replace flooring in vacant units (Pinewood Place & Hidden Pines)	10	<u>\$20,000</u>
- Replace flooring in vacant units (Pinewood Place & Hidden Pines)	10	<u>\$20,000</u>	Subtotal		\$114,000
Subtotal		\$116,000			
<u>Replace/Upgrade Appliance</u>			<u>Replace/Upgrade Appliance</u>		
Ranges	8	\$3,500	Ranges	8	\$3,500
Refrigerators	21	\$10,000	Refrigerators	21	\$10,000
Dishwashers	2	<u>\$500</u>	Dishwashers	2	<u>\$500</u>
Subtotal		\$14,000	Subtotal		\$14,000
<u>Non-Dwelling Structure</u>			<u>Non-Dwelling Structure</u>		
- Enlarge Management Office and bring unit back on-line	25%	<u>\$2,500</u>	- Enlarge Management Office and bring unit back on-line	25%	<u>\$2,500</u>
Subtotal		\$2,500	Subtotal		\$2,500
<u>Non-Dwelling Equipment</u>			<u>Non-Dwelling Equipment</u>		
Upgrade Computer Equipment & Software	2	<u>\$2,500</u>	Upgrade Computer Equipment & Software	2	<u>\$2,500</u>
Subtotal		\$2,500	Subtotal		\$2,500
Total FL073000003		\$291,610	Total FL073000003		\$279,610
Subtotal of Estimated Cost		\$291,610	Subtotal of Estimated Cost		\$279,610
total for 2010		\$950,000	total for 2011		\$950,000

Work Statement for Year 4

FFY: 2013

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
FL073000001 Springfield		
<u>Management Improvements</u>		
Staff Training in HUD Regulations		\$2,500
Maintenance Skills Training		\$1,500
Resident Initiatives - Drug Intervent/Prevention		<u>\$40,000</u>
Subtotal		\$44,000
<u>Administrative Costs</u>		
Management Fee		<u>\$35,900</u>
Subtotal		\$35,900
<u>A & E Fees</u>		
- Engineering and A&E Fees		<u>\$3,000</u>
Subtotal		\$3,000
<u>Site Improvements</u>		
Maintain the grounds to improve safety/health issues and property values:		
- Erosion Control	5%	\$5,000
- Install privacy barriers between apartments	100%	\$15,000
- Enhance Play aread in complex	50%	\$7,500
- Additional Security Lighting/Cameras	25%	\$7,500
- Extend Cement slabs on front and rear porches	20%	\$10,000
- Pressure Washing of roofs and siding	10%	\$5,000
- 504 Improvements/Upgrades as needed		<u>\$1,000</u>
Subtotal		\$51,000
<u>Dwelling Structure</u>		
Maintain the structure to improve safety/health issues and property		
- Replace roofs	10 units	\$35,000
- Replace Kitchen Cabinets in vacant units	14 units	\$25,000
- Replace Bathroom sinks & Install vanities in vacant units	7 units	\$5,000
- Install new pressure vessel toilets	10 units	\$2,750
- Replace flooring in vacant units	10	\$35,000
- Repair/Replace Exterior siding		\$5,000
- 504 Improvements/Upgrades as needed		\$1,000
- Install 2 hr. fire separation between units		\$20,000
- Replace/Upgrade water heaters		\$2,500
- Upgrade air conditioners	20%	<u>\$60,000</u>
Subtotal		\$191,250
<u>Replace/Upgrade Appliance</u>		
Ranges	8	\$3,500
Refrigerators - Energy Star	20	<u>\$10,000</u>
Subtotal		\$13,500
<u>Non-Dwelling Equipment</u>		
Upgrade Computer Equipment & Software	2	<u>\$2,500</u>
Subtotal		\$2,500
Total FL073000001		\$341,150
Subtotal of Estimated Cost		\$341,150

Work Statement for Year 5

FFY: 2014

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
FL073000001 Springfield		
<u>Management Improvements</u>		
Staff Training in HUD Regulations		\$2,500
Maintenance Skills Training		\$1,500
Resident Initiatives - Drug Intervent/Prevention		<u>\$40,000</u>
Subtotal		\$44,000
<u>Administrative Costs</u>		
Management Fee		<u>\$35,900</u>
Subtotal		\$35,900
<u>A & E Fees</u>		
- Engineering and A&E Fees		<u>\$3,000</u>
Subtotal		\$3,000
<u>Site Improvements</u>		
Maintain the grounds to improve safety/health issues and property values:		
- Erosion Control	5%	\$5,000
- Additional Security Lighting/Cameras	25%	\$7,500
- Extend Cement slabs on front and rear porches	20%	\$10,000
- Pressure Washing of roofs and siding	10%	\$5,000
- 504 Improvements/Upgrades as needed		<u>\$1,000</u>
Subtotal		\$28,500
<u>Dwelling Structure</u>		
Maintain the structure to improve safety/health issues and property		
- Replace roofs	10 units	\$35,000
- Replace Kitchen Cabinets in vacant units	14 units	\$25,000
- Replace Bathroom sinks & Install vanities in vacant units	7 units	\$5,000
- Install new pressure vessel toilets	10 units	\$2,750
- Replace flooring in vacant units	10	\$35,000
- Repair/Replace Exterior siding		\$5,000
- 504 Improvements/Upgrades as needed		\$1,000
- Replace/Upgrade water heaters		\$2,500
- Upgrade air conditioners	20%	<u>\$60,000</u>
Subtotal		\$171,250
<u>Replace/Upgrade Appliance</u>		
Ranges	8	\$3,500
Refrigerators - Energy Star	20	<u>\$10,000</u>
Subtotal		\$13,500
<u>Non-Dwelling Equipment</u>		
Upgrade Computer Equipment & Software	2	<u>\$2,500</u>
Subtotal		\$2,500
Total FL073000001		\$298,650
Subtotal of Estimated Cost		\$298,650

Work Statement for Year 4

FFY: 2013

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
FL073000002 Orange Ave		
<u>Management Improvements</u>		
Staff Training in HUD Regulations		\$2,500
Maintenance Skills Training		\$1,500
Resident Initiatives - Drug Intervent/Prevention		<u>\$60,000</u>
Subtotal		\$64,000
<u>Administrative Costs</u>		
Management Fee		\$36,850
Subtotal		\$36,850
<u>Site Improvements</u>		
Maintain the grounds to improve safety/health issues and property values:		
- Landscaping		\$5,000
- Erosion Control	25%	\$10,000
- Additional parking in the complex	25%	\$10,000
- Provide parking barriers	25%	\$500
- Additional Security Lighting/Cameras	25%	\$2,000
- Pressure Washing of roofs and siding	10%	<u>\$7,500</u>
Subtotal		\$35,000
<u>Dwelling Structure</u>		
Maintain the structure to improve safety/health issues and property values:		
- Replace roofs	10 units	\$35,000
- Cosmetic improvements to bathrooms	20 units	\$5,000
- Cosmetic Improvement to the building façade		\$5,000
- Repair/Replace kitchen cabinets and counter tops	10 units	\$5,000
- 504 Improvements/Upgrades as needed		\$2,000
- Replace flooring in vacant units	10	\$25,000
- Install 2 hr. fire separation between units		\$20,000
- Replace/Upgrade water heaters		\$2,400
- Upgrade air conditioners	20%	<u>\$50,000</u>
Subtotal		\$149,400
<u>Replace/Upgrade Appliance</u>		
Ranges	8	\$3,500
Refrigerators	21	<u>\$10,000</u>
Subtotal		\$13,500
<u>Non-Dwelling Equipment</u>		
Upgrade Computer Equipment & Software	2	<u>\$2,500</u>
Subtotal		\$2,500
Total FL073000002		\$301,250
Subtotal of Estimated Cost		\$301,250

Work Statement for Year 5

FFY: 2014

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
FL073000002 Orange Ave		
<u>Management Improvements</u>		
Staff Training in HUD Regulations		\$2,500
Maintenance Skills Training		\$1,500
Resident Initiatives - Drug Intervent/Prevention		<u>\$60,000</u>
Subtotal		\$64,000
<u>Administrative Costs</u>		
Management Fee		\$36,850
Subtotal		\$36,850
<u>Site Improvements</u>		
Maintain the grounds to improve safety/health issues and property values:		
- Landscaping		\$5,000
- Erosion Control	25%	\$10,000
- Additional parking in the complex	25%	\$10,000
- Provide parking barriers	25%	\$500
- Additional Security Lighting/Cameras	25%	\$2,000
- Pressure Washing of roofs and siding	10%	<u>\$7,500</u>
Subtotal		\$35,000
<u>Dwelling Structure</u>		
Maintain the structure to improve safety/health issues and property values:		
- Replace roofs	10 units	\$40,000
- Cosmetic improvements to bathrooms	20 units	\$5,000
- Cosmetic Improvement to the building façade		\$15,000
- Repair/Replace kitchen cabinets and counter tops	10 units	\$5,000
- 504 Improvements/Upgrades as needed		\$2,000
- Replace flooring in vacant units	10	\$25,000
- Replace/Upgrade water heaters		\$2,400
- Upgrade air conditioners	20%	<u>\$60,000</u>
Subtotal		\$154,400
<u>Replace/Upgrade Appliance</u>		
Ranges	8	\$3,500
Refrigerators	21	<u>\$10,000</u>
Subtotal		\$13,500
<u>Non-Dwelling structure</u>		
- Construct a mainenance building and bring unit back on line	2	<u>\$31,490</u>
Subtotal		\$31,490
<u>Non-Dwelling Equipment</u>		
Upgrade Computer Equipment & Software	2	<u>\$2,500</u>
Subtotal		\$2,500
Total FL073000002		\$337,740
Subtotal of Estimated Cost		\$337,740

Work Statement for Year 4

FFY: 2013

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
FL073000003 Pinewood +		
<u>Management Improvements</u>		
Staff Training in HUD Regulations		\$2,500
Maintenance Skills Training		\$1,500
Resident Initiatives - Drug Intervent/Prevention		<u>\$60,000</u>
Subtotal		\$64,000
<u>Administrative Costs</u>		
Management Fee		<u>\$25,610</u>
Subtotal		\$25,610
<u>Site Improvements</u>		
Maintain the grounds to improve safety/health issues and property values:		
- Landscaping (AMP wide)		\$11,000
- Repair/Replace sidewalks and driveways (AMP wide)		\$20,000
- Erosion Control	25%	\$5,000
- Additional Security Lighting/Cameras	25%	\$5,000
- Additional parking for Pinewood	25%	\$2,500
- Pressure Washing of roofs and siding (AMP wide)	10%	\$2,500
- Replace/Repaid water piping - Pinewood		\$5,000
- Surface road to rear of community center		\$10,000
- 504 Improvements/Upgrades as needed		<u>\$2,000</u>
Subtotal		\$63,000
<u>Dwelling Structure</u>		
Maintain the structure to improve safety/health issues and property values:		
- Replace roofs (Pinewood Place & Hidden Pines)	10 units	\$35,000
- Major & Minor renovations (Scattered Site homes)		\$14,490
- Replacement of A/C units	16 units	\$30,000
- 504 Improvements/Upgrades as needed		\$2,000
- Repair/Replace kitchen cabinets & counter tops (AMP wide)	10 units	\$10,000
- Additional storage	20 units	\$5,000
- Cosmetic Improvements to bathrooms	10 units	\$5,000
- Install 2 hr. fire separation between units	15 units	\$14,000
- Replace flooring in vacant units (Pinewood Place & Hidden Pines)	10	<u>\$20,000</u>
Subtotal		\$135,490
<u>Replace/Upgrade Appliance</u>		
Ranges	8	\$3,500
Refrigerators	21	\$10,000
Dishwashers	2	<u>\$1,000</u>
Subtotal		\$14,500
<u>Non-Dwelling Structure</u>		
- Enlarge Management Office and bring unit back on-line	25%	<u>\$2,500</u>
Subtotal		\$2,500
<u>Non-Dwelling Equipment</u>		
Upgrade Computer Equipment & Software	2	<u>\$2,500</u>
Subtotal		\$2,500
Total FL073000003		\$307,600
Subtotal of Estimated Cost		\$307,600

Work Statement for Year 5

FFY: 2014

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
FL073000003 Pinewood +		
<u>Management Improvements</u>		
Staff Training in HUD Regulations		\$2,500
Maintenance Skills Training		\$1,500
Resident Initiatives - Drug Intervent/Prevention		<u>\$60,000</u>
Subtotal		\$64,000
<u>Administrative Costs</u>		
Management Fee		<u>\$25,610</u>
Subtotal		\$25,610
<u>Site Improvements</u>		
Maintain the grounds to improve safety/health issues and property values:		
- Landscaping (AMP wide)		\$5,000
- Repair/Replace sidewalks and driveways (AMP wide)		\$12,000
- Erosion Control	25%	\$7,500
- Surface road to rear of community center	25%	\$10,000
- Additional Security Lighting/Cameras	25%	\$5,000
- Additional parking for Pinewood	25%	\$2,500
- 504 Improvements/Upgrades as needed		\$2,000
- Replace/Repaid water piping - Pinewood		\$5,000
- Pressure Washing of roofs and siding (AMP wide)	10%	<u>\$5,000</u>
Subtotal		\$54,000
<u>Dwelling Structure</u>		
Maintain the structure to improve safety/health issues and property values:		
- Replace roofs (Pinewood Place & Hidden Pines)	10 units	\$40,000
- Major & Minor renovations (Scattered Site homes)		\$15,000
- Replacement of A/C units	20 units	\$35,000
- Cosmetic Improvements to bathrooms	10 units	\$5,000
- Repair/Replace kitchen cabinets & counter tops (AMP wide)	10 units	\$15,000
- Additional storage	20 units	\$5,000
- Install 2 hr. fire separation between units	15 units	\$14,000
- 504 Improvements/Upgrades as needed		\$2,000
- Replace flooring in vacant units (Pinewood Place & Hidden Pines)	10	<u>\$20,000</u>
Subtotal		\$151,000
<u>Replace/Upgrade Appliance</u>		
Ranges	8	\$3,500
Refrigerators	21	\$10,000
Dishwashers	2	<u>\$500</u>
Subtotal		\$14,000
<u>Non-Dwelling Structure</u>		
- Enlarge Management Office and bring unit back on-line	25%	<u>\$2,500</u>
Subtotal		\$2,500
<u>Non-Dwelling Equipment</u>		
Upgrade Computer Equipment & Software	2	<u>\$2,500</u>
Subtotal		\$2,500
Total FL073000003		\$313,610
Subtotal of Estimated Cost		\$313,610

total for 2010 \$950,000 total for 2011 \$950,000

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	17120	5	5	1	2	4	1
Income >30% but <=50% of AMI	19155	5	5	1	2	4	1
Income >50% but <80% of AMI	15953	5	5	1	2	3	1
Elderly	2705	5	5	1	2	2	1
Families with Disabilities	5475	5	5	1	2	2	1
Race/Ethnicity Black	47,252						
Race/Ethnicity White	12,977						
Race/Ethnicity Hispanic	179						
Race/Ethnicity Asian	0						

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2009 – Division of Housing and Community Development
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset 2000
- American Housing Survey data
Indicate year:
- Other housing market study – Florida Housing Data Clearinghouse
Indicate year: 2010

Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
HCV 2325 PH 1457	# of families	% of total families	Annual Turnover
Waiting list total	3882		196
Extremely low income <=30% AMI	2490	64%	
Very low income (>30% but <=50% AMI)	113	3%	
Low income (>50% but <80% AMI)	120	3%	
Families with children	3160	81%	
Elderly families	25	1%	
Families with Disabilities	710	18%	
Race/ethnicity Black	2150	55%	
Race/ethnicity White	100	3%	
Race/ethnicity Hispanic	240	6%	
Race/ethnicity Asian	0	0	

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	264	18%	9
2 BR	332	23%	130
3 BR	742	51%	53
4 BR	105	7%	10
5 BR	14	1%	3
5+ BR			
Is the waiting list closed (select one)? Yes, PH 1,2,3 bedrooms closed 4,5 open Section 8 CLOSED If yes: How long has it been closed (# of months)? 42 months (Section 8) Does the PHA expect to reopen the list in the PHA Plan year? No Yes x Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No x Yes			

C. Strategy for Addressing Needs

This PHA is actively seeking area funding from the Florida Housing Finance Corporation for TBRA vouchers and are requesting funds through HUD Super NOFA to assist in housing needs. The decision to chose this method of funding is to secure longevity and meet area market rents.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- x Employ effective maintenance and management policies to minimize the number of public housing units off-line
- x Reduce turnover time for vacated public housing units
- x Reduce time to renovate public housing units
- x Seek replacement of public housing units lost to the inventory through mixed finance development
- x Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- x Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- x Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2010 grants)		
a) Public Housing Operating Fund	\$2,879,883	Public Housing
b) Public Housing Capital Fund	\$948,498	Modernization
c) PH Replacement Housing Program	\$180,423	Development/Replacement Housing
d)		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$16,186,473	HAP & Administration Fee
f) Section 8 – Mainstream	\$487,011	Disabled Vouchers
g) Section 8 –		
h) Section 8 – FSS Grant (Jul – Dec)	\$25,914	Section 8 - Family Self Sufficiency Program
i)		
Other Federal Grants (list below)		
DVP, DHAP, HANO	\$5,712	
2. Prior Year Federal Grants (unexpended funds only) (list below)		
FL29S073501-09	\$690,512	ARRA
FL29P073501-08	\$207,806	Modernization
FL29P073501-09	\$817,419	Modernization
FL29R073501-06	\$36,999	Modernization
FL29R073503-06	\$5,358	Modernization
FL29R073501-07	\$28,536	Modernization
FL29R073501-08	\$190,364	Modernization
FL29R073501-09	\$180,781	Modernization
3. Public Housing Dwelling Rental Income	\$1,215,850	Public Housing
4. Other income (list below)		
Excess utilities	\$186,213	Public Housing
Work Orders, Late Fees	\$42,180	Public Housing
4. Non-federal sources (list below)		
City of Tallahassee		
Summer Food Program	\$25,000	Public Housing
Total resources	\$24,340,932	

**Financial Resources:
Planned Sources and Uses**

Sources	Planned \$	Planned Uses

Tallahassee Housing Authority – Agency Plan 6.0 (3) Rent Determination

Income Changes Welfare Program Requirement

INCOME CHANGE

(a) *If a family's welfare benefits are reduced due to the family's failure to comply with the program's work-related activity requirements, including but not limited to training, Workforce, job counseling and substance abuse and mental health treatment subject to the exceptions at (1)-(iii) below:*

PHA ACTION

PHA will not reduce family rent

INCOME CHANGE

(i) *If the family was participating in the welfare program's work activities on a voluntary—not mandatory basis (i.e., the family is not required to participate in a work-related activity as a condition of getting benefits)*

PHA ACTION

PHA will reduce family rent

(ii) *If a family member is unable to obtain Employment, even though the family member Has complied with work activity requirements*

PHA will reduce family rent

(iii) *If a family member's welfare benefits are Sanctioned or reduced due to a non-work*

PHA will reduce family rent

Related activity requirement (including but not limited To comply with child support enforcement)

RENT CHOICE

INCOME CHANGES FROM QUALITY HOUSING AND WORK RESPONSIBILITY ACTS OF 1998
All persons will have a choice of rent determination at recertification

Income Change Choice Annually CFR 960.253

The PHA must give the family the opportunity to choose between the two methods of income based or flat rent for determining the amount of month rent payable by the family

A family may choose to have their rent based on the formula method income based of 30% of the adjusted income;

PHA Action

PHA will re-examine income annually

A family may choose to use the flat rent rate established by the PHA. PHA which is less than the fair market rent for a comparable unit size. if the PHA determines the family has a financial hardship circumstances.

PHA will re-examine family's income at least once every three (3) years. The will immediately switch a family from a flat rent to an income based rent

NOTICE

NOTICE

NOTICE

TO: Public Housing Scattered Site Residents

FROM: Severia Franklin
Public Housing Administrator

DATE: April 1, 2008

RE: Flat Rent Increase "Proposal"

On February 19, 2008, the Board of Commissioners discussed and approved staff to notice THA residents on a proposed increase of the flat rental rate for the scattered site homes. The current flat rent rate is \$436.00. The "proposed" flat rent will increase to **\$864.00**. The public housing current flat rent rate(s) were compared to unassisted private rental houses listed in the Tallahassee Democrat classifieds and the Section 8 rental listings.

According to the U.S. Department of Housing and Urban Development (HUD), Codes of Federal Regulations, *(24 CFR) Section 966.3, Tenant Opportunity for Comment*, the Tallahassee Housing Authority is required to provide all affected residents the opportunity to present their written comment(s) which shall be considered by the Tallahassee Housing Authority, Board of Commissioners, before formal adoption of this proposed lease change. The last date to submit written comment(s) is *May 2, 2008, by 4:00 p.m.* The Tallahassee Housing Authority Board of Commissioner's will meet April 15, 12:00pm at the Orange Avenue Community Center (2710 Country Club Drive) if you wish to voice your comments, you are invited to attend.

All comments must be addressed to:

Claudette Cromartie
Executive Director
2940 Grady Road
Tallahassee, Florida 32312

Proposed change: to increase flat rental rate, for the Scattered Site Houses from \$436.00 to \$864.00, for the 3 bedroom / 2 bath houses. There has not been an increase of this rate since August 2004. Flat rent(s) are reviewed once every (3) years.

Changes to flat rents, up or down will not affect residents paying a flat rent until their next annual flat rent recertification. At that time residents will be given the choice to use income-based rent (30%) or to remain on flat rent at the current rate for their unit. Permissive deduction incentives for social security taxes, federal income taxes, and medical insurance are given when a family member works 25 hours per week, for those selecting income based rent.

Cc: THA, Board of Commissioners
Claudette Cromartie, Executive Director

NOTICE

NOTICE

NOTICE

TO: Public Housing Pinewood Place Residents

FROM: Severia Franklin
Public Housing Administrator

DATE: April 1, 2008

RE: Flat Rent Increase "Proposal"

On March 18, 2008, the Board of Commissioners discussed and approved staff to notice THA residents on a proposed increase of the flat rental rate for the Pinewood Place Residents. The public housing current flat rent rate(s) were compared to unassisted private rental units listed in the Tallahassee Democrat classifieds and the Section 8 rental listings, below are the proposed flat rent rate per bedroom size:

Current Flat Rent Rate

- 1 BR \$275.00
- 2 BR \$314.00
- 3 BR \$436.00
- 4 BR \$502.00

Proposed Flat Rent Rate

- 1 BR \$412.00
- 2 BR \$473.00
- 3 BR \$638.00
- 4 BR \$746.00

According to the U.S. Department of Housing and Urban Development (HUD), Codes of Federal Regulations, (24 CFR) Section 966.3, *Tenant Opportunity for Comment*, the Tallahassee Housing Authority is required to provide all affected residents the opportunity to present their written comment(s) which shall be considered by the Tallahassee Housing Authority, Board of Commissioners, before formal adoption of this proposed lease change. The last date to submit written comment(s) is **May 2, 2008, by 4:00 p.m.** The Tallahassee Housing Authority Board of Commissioner's will meet April 15, 12:00pm at the Orange Avenue Community Center (2710 Country Club Drive) if you wish to voice your comments, you are invited to attend.

All comments must be addressed to:

Claudette Cromartie
Executive Director
2940 Grady Road
Tallahassee, Florida 32312

There has not been an increase of this rate since August 2004. Flat rent(s) are reviewed once every (3) years.

Changes to flat rents, up or down will not affect residents paying a flat rent until their next annual flat rent recertification. At that time residents will be given the choice to use income-based rent (30%) or to remain on flat rent at the current rate for their unit. Permissive deduction incentives for social security taxes, federal income taxes, and medical insurance are given when a family member works 25 hours per week, for those selecting income based rent.

Cc: THA, Board of Commissioners
Claudette Cromartie, Executive Director

Tallahassee Housing Authority – Agency Plan 6.0 (4) Operation and Management

The housing authority has rules and regulations that support HUD Operation and Management policies as it relates to the general housekeeping and operational rules and regulations. This is monitored and implemented under Section 13 of the Admission and Continued Occupancy Policies and Procedures for Public Housing. Residents are provided the Home and Safety Guide for Public Housing Families, a Resident Handbook and notice of rules and regulations is provided via a quarterly newsletter.

The housing authority provides a monthly pest control with a license contractor. The materials used in pest control work conforms to Federal, State and local laws. Material safety data sheets will be applied before any treatment is started. Tenants are to notify management to request a re-stray of their unit before the next scheduled treatment if applicable. This pest control contract will also be used for termite inspections and treatment of the multi-family and scattered single family homes.

Tallahassee Housing Authority – Agency Plan 6.0 (1) Eligibility , Selection and Admissions Policies,
Including Deconcentration and Wait List Procedures

Tallahassee Housing Authority – Agency Plan 6.0 (2) Financial Resources

– *Capital Fund*

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- x Other: (describe)
Based on date and time after applicants' enrollment

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

- x Criminal or Drug-related activity
- x Rental history
- x Housekeeping
- Other (describe)

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

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

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

(2) Waiting List Organization

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

- x Community-wide list
- Sub-jurisdictional lists
- Other (describe)

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

- x PHA main administrative office
- Other (list below)

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

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

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

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

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

PHA main administrative office

All PHA development management offices

Management offices at developments with site-based waiting lists

At the development to which they would like to apply

Other (list below)

(3) Assignment

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

One

Two

Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: (select below)

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

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second

priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- x The PHA-resident lease
- x The PHA's Admissions and (Continued) Occupancy policy
- x PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal

- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

d. Yes No Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

x Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other (list below)

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

Criminal or drug-related activity

- x Other (describe below)
Rental History

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- x None
 Federal public housing
 Federal moderate rehabilitation
 Federal project-based certificate program
 Other federal or local program (list below)

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

- x PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Medical, portability and families unable to lease up due to large family size or searches in low poverty areas.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

- Displaced by local/federal governmental action

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

- Date and time of application
- Drawing (lottery) or other random choice technique

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)
- Notices to area social service targeted agencies
- Local Newspapers – Tallahassee Democrat

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

1. Yes x No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
 2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:
- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)
- For the earned income of a previously unemployed household member
 - For increases in earned income
 - Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
 - Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
 - For household heads
 - For other family members
 - For transportation expenses
 - For the non-reimbursed medical expenses of non-disabled or non-elderly families
 - Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)
 - Yes for all developments
 - Yes but only for some developments
 - No
2. For which kinds of developments are ceiling rents in place? (select all that apply)
 - For all developments
 - For all general occupancy developments (not elderly or disabled or elderly only)
 - For specified general occupancy developments
 - For certain parts of developments; e.g., the high-rise portion
 - For certain size units; e.g., larger bedroom sizes

Other (list below)

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

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

- x The section 8 rent reasonableness study of comparable housing
- x Survey of rents listed in local newspaper
- x Survey of similar unassisted units in the neighborhood
- x Other (list/describe below)
Local rental publications

Tallahassee Housing Authority – Agency Plan 6.0 (6) Designated Housing for Elderly and Disabled Families

This housing authority will not have any developments that is solely designated to occupancy exclusively for elderly or disabled families other than those currently included in the overall existing developments.

Tallahassee Housing Authority – Agency Plan 6.0 (7) Community Service and Self-Sufficiency

TALLAHASSEE HOUSING AUTHORITY
ADMISSION AND CONTINUED OCCUPANCY

Community Service Requirement

1. The 1998 Quality Housing and Work Responsibility Act (QHWRA) requires all adult public housing residents who are not exempt to contribute eight hours per month in community service or to participate in a self-sufficiency program. The community work is to be verifiable, and/or non-paid work that provides a public benefit. This is not intended to be punitive, but should be considered a rewarding activity that will assist residents in improving their own and their neighbors' economic and social well-being and give residents a greater stake in their communities. Site managers and the Resident Initiative Coordinator will work with the residents to provide the appropriate setting for each resident. Final assignment and prior approval will be given by the Public Housing Administrator or his/her designee.

2. **Exempted from the community work requirements are all adults:**
 - a. Who are age 62 or older;
 - b. Who are blind or disabled or are a primary caretaker of such an individual;
 - c. Who are employed or who are engaged in work activities as defined by the WAGES program;
 - d. Who are exempt from being engaged in work activity under the WAGES program such as:
 - (1) parent of a newborn infant (under 90 days of age)
 - (2) SSI/SS recipient or applicant going through the process of approval for SSI or SS disability benefits
 - e. Who are engaged in a "work activity" such as:
 - (1) employment,
 - (2) on the job training,
 - (3) full-time student,
 - (4) vocational educational training (*what about verified volunteer activities?*)
 - (5) the provision of childcare services to an individual who is participating in a community service program,
 - (6) meet guidelines for excess income for WAGES.

3. Unless exempt from the Community Work Requirement, each adult resident of public housing must contribute 8 hours per month of community service or participate in an economic self-sufficiency program for 8 hours per month or perform 8 hours per month of combined activities.

4. **Administration of Community Work program:**
 - a. THA will identify all the residents in the household who are required to participate in the Community Work program at the time of initial occupancy and at annual re-certification. The resident may prove their exempt status with a birth certificate, appropriate documents from the WAGES program, income verification forms, notes from employers, student transcripts, notices of enrollment, or other third-party verification. Disabled residents may self-certify that they are unable to perform community service. THA will assist residents in obtaining verification where needed.
 - b. Notice of whether the resident is exempt or not exempt will be given to the resident in writing on an approved form and a copy of the form will be placed in the resident's file. The form will notify the resident of their right to file a grievance under the THA grievance procedure if the resident does not agree with THA's decision as to whether or not the resident is exempt from the Community Work requirement.

- c. At any time, the resident may seek a change from nonexempt to exempt status based on a change in the resident's circumstances. Notice of whether the resident's status is changed to exempt will be given to the resident in writing on an approved form and a copy of the form will be placed in the tenant's file. The form will notify the resident of their right to file a grievance under the THA grievance procedure if the resident does not agree with THA's decision as to whether the resident is exempt from the Community Work requirement.
- d. Residents are not required to report changes in exempt status except at time of annual recertification.
- e. THA is responsible for giving the "approved form" to the resident at the time it is determined that a resident must complete the community service hours. The "approved form" is the form the resident must complete to show compliance with the community work requirement.
- f. It will be the resident's responsibility to submit to THA the approved form indicating performance of the community work requirement. The form will be submitted on a monthly basis, due by the 15th of the following month. A new form will be given to the resident each month by THA. THA will assist the resident in completion of the approved form where needed. Where the community service work is not done for THA, the resident shall get the approved form signed by the other organization that the resident has completed the work.
- g. It will be THA's responsibility to file the completed reports in the appropriate resident file and provide the resident with a copy.
- h. It will be THA's responsibility to review the resident file for residents entering the annual recertification process to determine that the resident has complied with the Community Work requirement. This must be done at least 90 days before the end of the 12-month lease term.

5. Noncompliance with the work requirement:

- a. If the resident has not complied with the requirement, THA must give the resident written notice of the violation. The written notice must describe the noncompliance and state that THA will not renew the lease at the end of the twelve month lease term unless the noncompliant resident and the head of household enter into a written agreement to cure the noncompliance or the head of household signs a statement that the noncompliant resident will no longer live in the unit. The written notice must advise the resident of the right to a grievance hearing. This written notice must be given at least 30 days before the end of the lease term.
- b. The written agreement to cure the noncompliance must include how many additional hours the resident needs to comply with the community work requirement, where the resident will perform his or her additional hours of community work, when the resident should report the additional hours to the THA, and how the resident should report the additional hours, whether on the approved form or some other way. The agreement should make clear that the resident still must complete the community work requirements for the current year as well as the additional hours. Resident shall have until the end of the 12-month term for the new lease to complete the additional hours.

6. Assuring resident compliance

- a. THA and the site manager shall assist the resident with finding a place to complete the community work requirement. If the resident has to leave the premises where their unit is located for the community service work, THA shall work with the resident to secure transportation funds or provide transportation, whenever feasible.

Tallahassee Housing Authority Public Housing Program
Admission and Continued Occupancy Policy
Amendment to Minimum Rent, page 33

D. Minimum Rent

The PHA has established a \$25 minimum rent of Total Tenant Payment. The PHA will notify and explain to the families how minimum rent applies.

1. Exemptions to minimum rent - For participants in the Community Service Requirement, completion of the community work requirement by the head of household for any month will exempt the household from minimum rent requirement for the following month. The head of household must submit a completed "approved form" to the site manager before the 15th of the month for work completed in the previous month for a minimum rent exemption in the following month.

2. At the time of decrease in income and reduction to minimum rent, the head of household may request an interim change to nonexempt for the community work requirement. This will qualify the head of household for exemption to minimum rent as set out above.

3 Upon increase in income before annual recertification, head of household will not qualify for the exemption to minimum rent set out in paragraph one.

Tallahassee Housing Authority – Agency Plan 6.0 (8) Safety and Crime Prevention

DRAFT

6.0.8 Safety and Crime Prevention

It is the mission of the Tallahassee Housing Authority to provide decent, safe and sanitary housing for its residents. Each public housing community has common and non-common safety needs. Staff attends monthly community meetings with local law enforcement, HUD, OIG, Tallahassee Police Department and other law enforcement groups. At these meetings updates are given of local criminal activities and discussion is held in an effort to minimize negative activity in our various communities. All correspondence regarding criminal activity is provided to this agency. In accordance to documentation for the PHAS indicator # 5 we have this information provided in writing. All sexual predator notices are posted at each of our sites along with the Leon County Sheriff's Office "Crime Watch" Magazine. The neighborhood crime watch has been re-established and is monitored by both the City of Tallahassee and Leon County Sherriff's department.

The Tallahassee Housing Authority has initiated two separate Security Contracts with licenses state of Florida companies to provide safety patrol officers at our Springfield and Orange Avenue developments.

CrimeWatch Magazine



A publication dedicated to the citizens of Leon County

Inside this issue...

- Victim Advocates page 2
- Internet Predators page 3
- Workplace Readiness page 4
- Thelma Thwartum page 6
- CAA Award Nomination page 6 & 7
- LCSO Wanted page 8 & 9
- Sex Offenders/Predators page 10-13
- Spring Break page 14
- Kids Page page 15

A Meeting Of Minds



Earlier this year, I had the opportunity to meet with Leon County's Charter Review Committee. One of the big agenda items being looked at dealt with the consolidation of Police and Sheriff's Office law enforcement operations. During this presentation to appointed members, I presented these everyday citizens with an overview of the Sheriff's Office regarding our mission, scope of duties and the organizational make up of our office. While presenting this information, committee members were also enlightened to the important role and duties the Sheriff plays in our local system of government.

Our vision is to be recognized by our peers and our community, as a leader in the law enforcement profession and as an integrated part of the community. We work hard every day to create a safe environment for all Leon County residents and visitors. As the only elected head of law enforcement, the Office of the Sheriff is directly accountable to the public. This means you!

Being a Constitutional Officer gives the Sheriff's Office three pri-

mary functions of responsibility.

Law Enforcement – enforcing the laws and ordinances as mandated by federal, state and local law.

Judicial/Court Services – serving papers from the court such as injunctions, subpoenas, levies and eviction papers.

Jail – safely and securely housing inmates.

These three primary functions differ in one main aspect from our police counterparts, in that police departments are only responsible for the single function of law enforcement. In addition to the three main duties the Leon County Sheriff's Office has also amassed three other special functions:

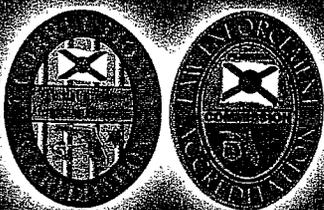
Emergency Management – the response to weather related disasters.

Homeland Security – the prevention of and response to man-made disasters.

Enhanced 9-1-1 Emergency Telephone System

Within our primary functions and the added aspects of our commitment to our community, the Sheriff's Office has dedicated itself from 1997 to the present, maintaining the high standards

Please see "SHERIFF" page 2



FREE

Sexual Offender Notification

Chapter 943, Florida Statutes allows local law enforcement to release certain information concerning sexual offenders. The below information is being provided to inform the citizens of Leon County of those sexual offenders who live in the community. The information should not be used to harass the sexual offender, to vandalize their property, or to facilitate any other crime against them. A partial listing of known sexual offenders will also be printed in each future issue of the Crime Watch publication. For a complete listing and photograph of sexual offenders in Tallahassee and Leon County, you may contact the FDLE Hotline at 1-888-357-7332 or visit their webpage. **Name and addresses verified as of 01/28/10**

3230

DALE ALLEN	510 W TENNESSEE ST
CECIL BABB	1358 A LINDA ANN DRIVE
THOMASENA BEVERLY	516 PAUL RUSSELL RD
SAMUEL BIVENS	510 W TENNESSEE ST
CHARLES BOND	2412 PONTIAC DRIVE
WILLIAM BOUKNECHT	2420 CASTLETOWER RD
KELVIN BROOKS	2959 APALACHEE PKWY APT E17
JAMIE BROWN	1806 S MERIDIAN ST
CHARLES CLARK	1531 MYRTLE DR
BOBBY COOPER	1512 WEKEWA NENE
RICHARD DAMON	1102 PINECREST DR
SHAWN DAVIS	345 S MAGNOLIA DR
CHRISTOPHER DYKE	1117 RICHARDSON RD
ROBERT FENNELL	215 GRACE ST
CHRISTOPHER FLORES	2740 SPRING FOREST RD
HAROLD GEORGE	1432 FISHER LN APT B
GEORGE GILCHRIST	510 W TENNESSEE ST
EMMETT GLENN	510 W TENNESSEE ST
JOHN GONZALES	510 W TENNESSEE ST
WILLIAM HANSON	510 W TENNESSEE ST
AKIL HARVEY	1928 NICKLAUS CT APT A
BOSWORTH HENRY	1575 PAUL RUSSELL RD APT 2704
CURTIS HOLT	2501 S MERIDIAN ST APT 14
JAMES HOVEY	1402 LAZY BRK APT C
RICHARD HUNTLEY	1710 SEMALACHEE DR
GERALD KENNEDY	ABSCONDED
MICHAEL LONDON	184 WHETHERBINE WAY
CRAIG MAYER	2959 APALACHEE PKWY APT D25
JOHN MCNICHALS	1914 NICKLAUS CT APT A
FRANTY MICHEL	1971 DARRYL DR
CARTRICK MOORE	480 W TENNESSEE ST
ROBERTE NEVILLE	510 W TENNESSEE ST
JOHN NICHOLS	420 E PARK AVE APT 35
DONALD RESHA	1220 CROSS CREEK CIR
VIRGIL RILEY	508 WALLIS ST
STEVEN RITCHIE	510 W TENNESSEE ST
RALPH SATTLER	2855 APALACHEE PKWY # B65
NATHAN STARNES	480 W TENNESSEE ST
KEIR TOLLIVER	127 W JENNINGS ST
WILLIAM TUCK	1402 SHALLOW BROOK LN APT A
WILLIAM WATSON	2176 VICTORY GARDEN LN
DEMARIO WHITE	820 COCHRAN DR
CARLOS WILLIAMS	512 CASTLEWOOD DR
RONALD WILSON	480 W TENNESSEE ST

3230

JIMMY ADAMS	1997 N MISSION RD APT B
AUGUSTUS AIKENS	4424 COOL EMERALD DR
JOSEPH AVERY	1734 RAY RD
CARLTON BARNHART	2507 OLD BAINBRIDGE RD APT B
RAUL BAZAIN	5624 NATURE LN
OLIVER BIVINS	1122 FORD ST
REIGN BLOMBERGH	2920 LIVINGSTON RD
DERRYL BROWN	6328 S PLACID PL
MATTHEW BULLARD	2624 ONYX TRL
MICHAEL BURGESS	2872 GULFWIND DR W
KEVIN BUTLER	1832 DEVRA DR
ANTHONY CAESAR	6285 BOMBADIL DR
MICHAEL CHRISMAN	101 GLENVIEW DR APT 15
WALTER CLARK	1695 CAPITAL CIR NW
GREGORY CLEARY	2107 MONTICELLO DR

ERIC COLEMAN	1931 GREENWOOD DR
ANTHONY DIXON	4721 GRENOBLE BLVD
NATHANIEL DUNHAM	5249 WATER VALLEY DR
MICHAEL DURKINS	1929 SHADY OAKS DR
LEON ELLIS	3451 FRED GEORGE RD
JAMES GANYARD	4024 N MONROE ST # M38
LITO HENRY	1318 N M L KING JR BLVD
JOEL HODGES	1985 N MISSION RD APT B
KENYA HOLTON	3166 HUTTERSFIELD CIR
CYNTHIA INMAN	2740 CROWDER LOOP
PAUL JACOBS	5747 CYPRESS CIR
JAMES JONES	2425 MCWEST ST
MORRIS KNIGHT	4546 WIMBELTON CT
BILLY LAMBERT	5075 MEADOWLARK LN
GEORGE LIZOTTE	2698 CROWDER LOOP
HUBERT LYNCH	736 N BRONOUGH ST APT 736
LORENZO MCCRAY	5814 ALOU LN
WILLIAM MCMILLION	2800 N MONROE ST
JOHN MILLS	2110 TAMERLANE DR
KENNETH MOORE	2012 BRADFORD CT APT B
KEYO NORTON	2765 W THARPE ST APT 221
VICTOR PUIATTI	2011 BENTWOOD LN
GEORGE RANDALL	4979 MOORE POND RD
MICHAEL ROBINSON	3124 N MISSION RD APT 1
BENNY ROEBUCK	1820 SEAY CT
JAMES RUNYON	4432 BLUE BILL PASS
TONY SAWYER	2117 FAULK DR
BRYAN SESSIONS	806 BIVINS CT
AL SMITH	736 N MACOMB ST
TRAVIS SMITH	2300 KAMI CREEK TRL
ARTHUR THOMAS	824 OLD BAINBRIDGE RD
CHRIS THULLEN	2319 TALLEY LN
EDDIE WILSON	5112 MEADOWLARK LN
JOEY WRIGHT	1907 ROSEDALE DR

3230

EDITH ANDERSON	1209 APPELYARD DR
FAIRFIELD ANDERSON	535 APPELYARD DR
CONRAD ARNDT	535 APPELYARD DR
KELLY ARNOLD	1224 EPPES DR APT 5
THOMAS BENTON	1224 EPPES DR APT 5
CHARLES BRINSON	1209 HERNANDO DR APT A
JERRY BROWN	242 WB ROGERS RD
RAYMOND BROWN	242 WB ROGERS RD
RICKY BRUCE	1224 EPPES DR APT 3
MARSHALL BRUNI	1224 EPPES DR APT 6
JAMES BRYANT	1031 JOE LOUIS ST
DEVONALD BURNSIDE	1360 OCALA RD APT 228
LEO BUTLER	1209 HERNANDO DR APT A
JUAN CAMPOS	6446 W TENNESSEE ST LOT 19
AMOS CLARK	864 DENT ST
WILLIAM COCHRAN	535 APPELYARD DR
HENRY COFIELD	2416 JACKSON BLUFF RD APT 1E
ANDRES COLON	604 W BREVARD ST UNIT B
ALANDER CRAPPS	2416 JACKSON BLUFF RD APT 12E
JOHNNIE DANIELS	535 APPELYARD DR
ROGER DANIELS	3738 HOUSTON RD
ABRAHAM DAVIS	319 HAYDEN RD APT 16
BRODERICK DAVIS	535 APPELYARD DR
DEXTER DAVIS	535 APPELYARD DR
DAVID DAY	2416 JACKSON BLUFF RD APT 2A
RICHARD DEMPSTER	535 APPELYARD DR

Tallahassee Housing Authority – Agency Plan 6.0 (9) Pets

- x Police provide crime data to housing authority staff for analysis and action
 - x Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
 - x Police regularly testify in and otherwise support eviction cases
 - x Police regularly meet with the PHA management and residents
 - Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
 - Other activities (list below)
3. Which developments are most affected? (list below)
- PHA wide**

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes x No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes x No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?
- Yes x No: This PHDEP Plan is an Attachment. (Attachment Filename: ___)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]
 THA amended the established Pet Policy 11-03 to govern the keeping of pets for the elderly and disabled residents in properties owned and operated by the PHA. This does not apply to animals that assist, support or provide service to persons with disabilities. Pet is defined as a domesticated dog weighing twenty (20) pounds or less at maturity or any domesticated cat, bird, rodent, (rabbit), fish or turtle that is traditionally kept in the home for pleasure rather than commercial purposes. Dogs and cats will be required to wear a collar. Reptiles (except turtles) are excluded from the definition. All pets will be required to live inside of the unit

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1. x Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2. x Yes No: Was the most recent fiscal audit submitted to HUD?

Tallahassee Housing Authority – Agency Plan 6.0 (12) Asset Management

The housing authority has fully implemented the Asset Management of its development. Each development has site based managers and maintenance staff. Work for each development is performed in conjunction the Capital Fund Grants. Work performed on each site is in relation to the type of housing (design) community and resident needs.

Tallahassee Housing Authority – Agency Plan 9.1 Strategy for Addressing Housing Needs.

The housing authority will continue to apply for federal and/or state housing opportunity funds to be used for increased housing choice vouchers and/or rehabilitation of existing rental units, foreclosure purchase opportunities and utilize replacement housing funds for public housing. This authority will also continue to educate the community about the need for affordable rental housing in the community from existing or new property owners. We have and will continue to monitor and make request for offer to purchase through the HUD multi-family division for foreclosure and opt out project section 8 properties.

Tallahassee Housing Authority – Agency Plan 6.0 (13) Violence Against Women Act (VAWA)

The housing authority has fully implemented this act in both its public housing and section 8 programs. This was approved by the THA Board of Commissioners on September 9, 2006 and the brochure has been distributed to families at each recertification period.



CONFIDENTIALITY

Any information provided pursuant to the Violence Against Women Act (VAWA) shall neither be entered into any shared database nor provided to any related entity, except to the extent that disclosure is requested or consented to by the individual 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.

STATE AND LOCAL LAWS

Some states have passed laws effecting applicants, tenants, owners and landlords that are more stringent than requirements of the Violence Against Women Act (VAWA). Many states have related laws pending. You may want to check with your state and/or city for the most current state and local laws protecting victims of domestic violence, dating violence or stalking.

VIOLENCE AGAINST WOMEN ACT

What Applicants, Tenants, Owners and Landlords Need to Know

Applicable to Public Housing and
Section 8 Housing Choice Voucher
Programs

Effective January 5, 2006



VAWA PROTECTION FOR PUBLIC HOUSING AND SECTION 8 HOUSING CHOICE VOUCHER ASSISTANCE APPLICANTS

A Public Housing Agency (PHA), owner or landlord 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 admission.

To qualify for public housing or housing choice voucher assistance, all applicants, including victims of domestic violence, dating violence or stalking, must, at a minimum:

- meet the local PHA's definition of "family";
- be income eligible;
- have at least one family member who is a U.S. citizen or has eligible immigration status;
- pass criminal background screening;
- have no outstanding debt to the PHA; and
- meet all other local PHA screening criteria.

Some, but not all, PHAs give preference to applicants who are victims of domestic violence. If you are a victim of domestic violence, dating violence or stalking, ask if the PHA gives this preference. If they do, the PHA may request that you provide a certification documenting the situation. If you fail to provide a requested certification within 14 business days after receiving the request, your request for a preference may be denied.

VAWA PROTECTION FOR PUBLIC HOUSING TENANTS AND HOUSING CHOICE VOUCHER PROGRAM PARTICIPANTS

Reporting incidents of domestic violence, dating violence or stalking to law enforcement, victim's rights advocates, and the PHA may help preserve your housing rights. The PHA may not deny, remove or terminate assistance to a victim of domestic violence, dating violence or stalking based solely on such an incident or threat.

The PHA, an owner or landlord may deny, remove, or terminate assistance to an individual perpetrator of such

actions and continue to allow the victim or other household members to remain in the dwelling unit or receive housing assistance. This does not limit the authority of the PHA, owner or landlord to terminate your assistance for other criminal activity or good cause.

A Section 8 Housing Choice Voucher Participant who is a victim of domestic violence, dating violence or stalking may request and be granted portability due to the incident or threat if they are otherwise compliant with all program obligations and the perpetrator has moved out of the dwelling unit.

In processing a request by a victim for continued assistance or for portability, the PHA may request that you certify that you are a victim of domestic violence, dating violence or stalking, and that the actual or threatened abuse meets the requirements set forth in the VAWA. Such certification must include the name of the perpetrator. If you do not provide the requested certification within 14 business days, your assistance may be terminated.

**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 x 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 7/1/09 , 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.

Tallahassee Housing Authority
PHA Name

FL073
PHA Number/HA Code

x 5-Year PHA Plan for Fiscal Years 2009 - 2013

Annual PHA Plan for Fiscal Years 20 - 20

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 Lisa D. Williams	Title Chairwoman, Board of Commissioners
Signature 	Date June 29, 2010

Civil Rights Certification

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

Civil Rights Certification

Annual Certification and Board Resolution

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 Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency 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, and will affirmatively further fair housing.

Tallahassee Housing Authority

FL073

PHA Name

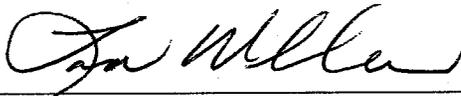
PHA Number/HA Code

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
Lisa D. Williams

Title
Chairwoman, Board of Commissioners

Signature



Date
June 29, 2010

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Tallahassee Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund Grant and Capital Fund Grant Replacement Housing

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 Federal agency 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.)

PHA Wide to include: Pinewood Plus, (Grady Road, Trimble Road, and Scattered Single Family Homes Orange Avenue (Country Club Drive, Priscilla Lane, Canton Circle, Bates Drive, Brighton Road and Sebring Court and the Springfield (Joe Louis Street), Tallahassee, Florida

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 Claudette Cromartie	Title Executive Director
Signature X <i>Claudette Cromartie</i>	Date June 29, 2010

Certification of Payments to Influence Federal Transactions

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

Applicant Name

Tallahassee Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing - Capital Fund Program

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)

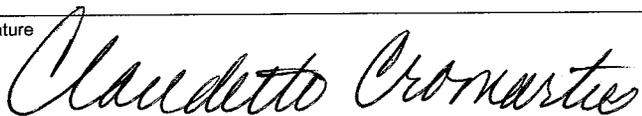
Name of Authorized Official

Claudette Cromartie

Title

Executive Director

Signature



Date (mm/dd/yyyy)

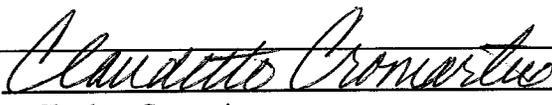
06/29/2010

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

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

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 4c	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known: 2nd	
6. Federal Department/Agency: U.S. Department of Housing and Urban Development	7. Federal Program Name/Description: Capital Fund Grants CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> Not Applicable	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
11. 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></u> Print Name: <u>Claudette Cromartie</u> Title: <u>Executive Director</u> Telephone No.: <u>850-205-1674</u> Date: <u>06/29/2010</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

File
OAUTA



1700 JOE LOUIS ST., APT 165 / TALLAHASSEE, FL 32304 / (850) 224-2143

July 16, 2010

THA Board of Commissioners
Tallahassee Housing Authority
2940 Grady Road
Tallahassee, FL 32312

RE: Comments on THA 2010 Annual and Five-Year Plan

The Orange Avenue United Tenants Association, Inc. (OAUTA) makes the following comments to the THA 2010 Annual and Five-Year Plans.

OAUTA is submitting these comments after meeting with staff to review the draft plan, attending all public hearings to gather public opinion, and after approval of these comments by the OAUTA Board of Directors at a special meeting of the Board. OAUTA is displeased there was no opportunity to submit comments *before* the plan was submitted to HUD. OAUTA demands that these comments be considered seriously by both THA staff and the THA Board of Commissioners.

General Comments on the THA 2010 Annual and Five-Year Plan

Organization and Presentation of the Plan

The THA 2010 Annual and Five-Year Plans (the Plan) is poorly organized. That makes use of the contents of the Plan quite difficult. The Plan does not include the required table of contents. The sections of the Plan appear out of sequence and are not clearly labeled. Some attachments appear in the wrong sections. The Plan is internally inconsistent in some of the policies that it states. The Plan includes sections that are repetitive.

THA failed to include the instructions in form HUD-50075 that explain what information is required in the plan. In copies of the Capital Fund Program Annual Statement distributed at one hearing, a significant portion of each page was cut off so that one does not know which

housing site is being discussed. It is OAUTA's opinion that the tenants and the general public would benefit from a well-organized plan and would be better able to comment on the plan if it included all the required sections, clearly presented.

Timeliness of the Plan

OAUTA is concerned that the THA Plan was submitted late. The due date for submitting the Plan to HUD was April 15, 2010. This year, THA submitted the draft to OAUTA in early April, noticed the hearings April 29 and submitted the plan to the THA Board for approval on June 29.

Submittal of the Plan serves as a PHA's request for funding for the next fiscal year and plans are due to HUD 75 days before the first day of the fiscal year. HUD requires a 45-day notice and comment period before a final draft of the Plan may be submitted. HUD recommends beginning work on the plan six months before the start of the next fiscal year.

HUD's Public Housing Agency Plan Desk Guide, on page 15, includes a timeline for PHA plan completion. For a PHA with a July 1 FY start date, HUD recommends beginning the plan process in November, developing a draft plan for discussion with partners by January, noticing the hearing in February, conducting the hearing the first week of April, and submitting the plan by mid-April.

Notice, Hearing and Comment Requirements

The notice and hearing procedure for this Plan was not in accordance with 24 CFR 903.17(a) and (c), or the Public Housing Agency Plan Desk Guide. THA did not "conduct reasonable outreach activities to encourage broad public participation in the PHA plans." THA did not advertise the hearings "in a newspaper of general circulation." The public hearings were not conducted by the "PHA's board of directors or similar governing body." Instead, the hearings were advertised only to public housing tenants and THA staff and were conducted by THA staff. No members of the THA Board of Commissioners attended the Public hearings.

THA was at all times aware that OAUTA would be submitting comments on the Plan following the public hearings and following approval of the comments by the OAUTA Board. Nevertheless, THA staff presented the plan to the THA Board of Commissioners before OAUTA had the opportunity and submit comments. Due to the fact that the Plan was already late for submission to HUD, the THA Board approved the Plan in violation of HUD rules.

THA submitted the Plan without comments from the Section 8 RAB. That issue is addressed in these comments at Section 11.0(f), RAB Comments.

Comments on Form HUD-50075

Section 5.0 Five-Year Plan

Section 5.2 Goals and Objectives

- THA did not include a report of the progress the PHA has made in meeting the goals and objectives described in the previous 5-year plan. Such a report is a required element of the Plan.
- THA lists "Provide GED classes to adult population at each public housing site" under a list of "empowerment programs" that will continue to be offered by the THA. THA does not offer GED classes.
- THA provides no supporting documentation for the statement that FSS and homeownership enrollment have increased. In fact, the homeownership program was discontinued at some point during the previous 5-years and has only been restarted recently.
- The Plan mentions that meetings have taken place on the subject of moving towards solar energy at the Pinewood Place site. No member of the jurisdiction-wide tenant association was invited to or made aware of these meetings. OAUTA insists that it be made a party to any future meetings.

Section 6.0 PHA Plan Update

THA fails to identify which PHA Plan elements that have been revised by the THA since its last Annual Plan submission, as required in section 6.0.

PHA Plan Elements (24 CFR 903.7)

1. Eligibility, Selection and Admission Policies, including Deconcentration and Wait List Procedures.

Public Housing Admissions Preferences:

THA does not indicate "high rent burden" as one of the admission preferences, under question 2, but ranks "high rent burden" as equal to other preferences in question 3. It is unclear whether "high rent burden" is a preference for admission to THA public housing. THA fails to indicate the priority of the two admissions preferences listed under "other", namely FUP and "displaced by local government action."

Section 8 Waiting List Organization:

THA checked the box indicating that the Section 8 waiting list is not merged with any other waiting list, yet, in the table entitled "Housing Needs of Families on the Waiting List", THA indicated that the Section 8 and public housing waiting lists are merged. It is unclear whether the Section 8 and public housing waiting lists are separate or merged. THA should clarify this in the Plan.

Section 8 Admissions Preferences:

THA states that it does not have admission preferences for Section 8 tenant-based assistance other than date and time of application, then goes on to indicate that there is a preference for those displaced by local/federal governmental action and households that contribute to meeting income goals. THA did not complete the section asking for priorities in admission preferences. It is unclear from this section whether THA has admission preferences for the Section 8 program other than date and time. THA should clarify this point in the Plan.

2. Financial Resources

Our two main concerns with the table of financial resources are that (1) the tenants and the public are given almost no information on how this money will be spent, and (2) use of the grant funds has not been negotiated with the tenants.

First, there is no explanation of the PH Replacement Housing Program, Section 8 Disabled Vouchers, the FSS Program, or the Disaster Voucher Program and Disaster Housing Assistance Program grants. OAUTA is not aware of any grant program called "HANO". The Plan does not outline how the Public Housing Operating Fund is spent. The plan does not indicate how the rental income or late fees collected will be spent.

The purpose of the Annual and Five-Year Plans is to inform the public on the intended use of public funds at a PHA. THA's Plan provides us little information. The Plan does not say how many new units THA intends to purchase in the next year. The Plan does not say how much will be spent on programs and services for the tenants. There is no indication of how much will be spent on tenant education and training. How many people will be assisted in the homeownership program? How many families on the waiting list does THA intend to serve in the next year? How will THA be addressing the housing needs of the handicapped/disabled? The Plan makes no mention of the tri-plex that burned down, how much money was received from insurance, and what money will be used to replace those units. The Plan is intended to answer all of these questions on THA's planned use of funds.

Second, THA is required to negotiate with the tenants. OAUTA is requesting information on THA's plans for how the funds described in the table of financial resources will be spent. OAUTA is also requesting a meeting with THA staff to discuss the use of these funds.

OAUTA's priorities for the use of THA funds are: (1) the preservation and rehabilitation of existing housing stock; (2) acquisition of housing stock and expansion of the voucher program; (3) facilities and services that support public housing residents (such as day care facilities and services); and (4) resident training that promotes tenant involvement in the PHA management process.

Comments on the Capital Fund are in the Capital Fund section of these comments.

3. Rent Determination

Public Housing Income-Based Rent Policies – Use of Discretionary Policies:

HUD directions for this section call for "a statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units."

THA's discussion of rent determination, which should be Section 6.0(3), is found in Section 6.0(1). The documents attached in Section 6.0(3) are inadequate as a statement of rent determination policies for public housing and HCV dwelling units. The documents attached are a page titled "Income Changes Welfare Program Requirement" (which belongs in a different section of the Plan) and an April 2008 notice to Pinewood Place and scattered site residents notifying them of a *proposed* increase in flat rents. Neither of the documents addresses the question of how rents are actually determined in public housing or the Section 8 Housing Choice Voucher program.

In Section 6.0(1), THA indicates that THA will not employ any discretionary rent-setting policies for income based rent in public housing. However, OAUTA is aware that THA does, in fact, employ discretionary rent-setting policies and two of these discretionary policies are listed in part (d) of this section. The directions state that if this option is selected, the THA is to skip to sub-component (2), yet THA goes on to answer the remaining questions in subcomponent (1). THA should have selected the second option in the section which reads: "The PHA employs discretionary policies for determining income based rent."

THA then answers "No" to the question "Has the PHA adopted any discretionary minimum rent hardship exemption policies?" when, in fact, the answer to this question should be "yes", and a description of the hardship policy should follow.

Minimum Rent:

THA has chosen \$50, the highest possible amount, as its minimum rent for those with no income. OAUTA recommends that THA set the minimum rent at \$25. Fifty dollars is an unreasonable amount to demand from those with no income and no job, especially considering the economy and rental market of our region.

Section 8 HCV Rent Determination Policies:

This Plan does not include a statement of THA policies governing rents determination for the Section 8 Housing Choice Voucher Program as required by HUD to be included in the Plan. The Plan does not address the payment standards, FMRs or minimum rent for the HCV program.

4. Operation and Management

Attachment 6.0(4) is inadequate. The instructions for completing this section call for:

A statement of the rules, standards, and policies of the PHA governing maintenance, and 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.

Instead of stating the rules, standards and policies, THA merely states that THA has "rules and regulations." THA fails to attach these "rules and regulations" to the plan and fails state where a copy can be obtained, as they are required to do. THA states that residents are provided with a Resident Handbook. In fact, residents of the THA have not been provided with a resident handbook for at least a year. Members of OAUTA's Board have gone to THA at times over the last year and requested a handbook. Each time they have been told that the handbook is being revised and that no copies are currently available. THA also mentions in this section of the Plan that tenants are provided with a Home and Safety Guide for Families and a quarterly newsletter. These documents are not a statement of the THA's "rules, standards and policies" and, again, THA fails to attach these documents to the plan or to say where these documents may be obtained.

THA's response is silent on the issue of bedbugs, which have been a problem at the THA this year. We know that THA has a written policy on bedbugs. That policy needs to be included or referenced in the Plan.

5. Grievance Procedures

In this section THA provides a summary of a grievance procedure, but fails to state that THA has two separate grievance procedures (one for public housing and one for Section 8), fails to attach the complete grievance procedures and fails to say where copies of the procedures can be obtained.

6. Designated Housing for Elderly and Disabled Families

In this section THA indicates that it will *not* be adding to the units already designated as housing for the elderly and disabled, yet in Section 5.2, Goals and Objectives, THA states as a goal, "Increase percentage of handicapped/disabled units PHA wide." OAUTA is asking THA to clarify whether there will be additional handicapped units or not, and, if

so, to answer questions 1) through 5) in the HUD-50075 instructions as they relate to those units.

7. Community Service and Self-Sufficiency

Instructions for this section call for the PHA to include:

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.

In this section, THA simply attaches a description of the Community Service Requirement under QHWRA, but completely fails to include any information about the Family Self-Sufficiency Program (FSS) or the Section 3 Program, or any other programs. The information on income changes resulting from welfare program requirement is included in the Plan, but in Section 6.0(3) – Rent Determination.

OAUTA is requesting a copy of the THA's Family Self Sufficiency Action Plan. Also, the Plan must indicate where a member of the public may obtain a copy of the FSS Action Plan.

Section 3 is an element that must be addressed in the Annual Plan. See 24 C.F.R. § 903.7(l)(1)(ii) and form HUD -50057, Instructions § 6.0(b)(7). Section 3 reports, plans and documentation required by 24 C.F.R. Part 135 should be available as part of the Plan and OAUTA is requesting a copy of these documents.

8. Safety and Crime Prevention

THA is required to include a "statement of the need for measures to ensure the safety of the public housing residents." In regards to the need for measures, THA simply states, "Each public housing community has common and non-common safety needs." This statement is vague and OAUTA requests a more detailed statement of safety needs as determined by the THA.

THA states that THA "[s]taff attends monthly meetings with local law enforcement, HUD, OIG, the Tallahassee Police Department and other local law enforcement groups." OAUTA has not been made a party to these meetings and demands that OAUTA be included in these meetings in the future.

The Tenant Association was not included in the decision to discontinue security services at Pinewood Place apartments. OAUTA would like a statement from THA on why these services will not continue and OAUTA insists that it be made a part of these kinds of decisions in the future.

9. Pets

In this section THA fails to state where a copy of the complete Pet Policy may be found.

10. Civil Rights Certification

The version of the Plan submitted to the public for comment did not contain any civil rights assurances or other certifications. Instructions for completing the template state:

A PHA will be considered in compliance with the Civil Rights and AFFH Certifications 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.

OAUTA expects to be provided with the Civil Rights and AFFH assurances submitted to HUD by the THA, along with the necessary supporting documentation described above.

OAUTA is concerned that THA failed to identify housing needs in the jurisdiction based on race and ethnicity.

11. Fiscal Year Audit

In this section THA fails to attach a copy of the audit or to state where a copy may be obtained by the public.

12. Asset Management

The statement provided by THA under this section is vague and inadequate to address the issue of asset management by the agency. The instructions for the section ask for:

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.

THA responded:

The housing authority has fully implemented the Asset Management of its development. Each development has site-based managers and maintenance staff. Work for each development is performed in conjunction [with] the Capital Fund Grants. Work performed on each site is in relation to the type of housing (design) community and resident needs.

THA's response to this section is completely inadequate. OAUTA expects THA to provide a statement that complies with HUD's instructions.

13. VAWA

Here HUD instructs PHAs to describe activities, services or programs offered to assist victims, or offered in an effort to prevent violence.

The version of the Plan provided at the public hearings included only an incomplete copy of a brochure on the topic of VAWA, but no descriptions of any activities, services or programs under that Act. A complete copy of the brochure was provided to the Tenant Association, but the brochure is not specific to the THA. The brochure explains how the Act applies to public housing and Section applicants and participants does not describe any activities, services or programs at the THA.

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

THA fails to include a description of its homeownership program which is required in this section of the Plan. A project number and a unit count are required in the description. OAUTA insists that the THA include a description of the homeownership program in the Plan. On multiple occasions over the last 5-10 years members of OAUTA have asked for a copy of the rules for admission into the homeownership program and none was provided. If no such rules exist, then OAUTA is requesting a meeting with THA staff and commissioners in order begin drafting rules and policies for the homeownership program.

Section 8.0 Capital Improvements

OAUTA did not see this information until the public hearing. The THA is required to involve OAUTA in all stages of the planning process. See 24 CFR 903.13(a)(1) and HUD's Public Housing Agency Desk Guide at pages 93 and 97. OAUTA is requesting a meeting with THA staff to discuss the Capital Fund in detail. OAUTA expects to be involved much earlier in the planning stages (November 2010) for next year's annual plan.

In reference to the Capital Fund, OAUTA would like to know:

1. The other parts of the Plan make no mention of the Drug Intervention Program, yet a significant amount of money at each site was allocated for this. What is the Drug Intervention Program?
2. How much money was spent on resident training at each site?
3. Why were the tenants not consulted on the decision to switch from tile to carpet?
4. Computer upgrade – is this for the tenants or for the offices?
5. Has THA considered purchasing golf carts instead of trucks?

Section 9.0 Housing Needs

The table entitled "Housing Needs of Families in the Jurisdictions by Family Type" was not completed properly by the THA. An example of a properly completed table is attached to these comments. The last four rows of the table are labeled "Race/ethnicity" and in the "overall" column, each row has "2/2". The remaining columns are blank for these rows. It is not clear what "2/2" is meant to indicate. However, THA should have completed the table by replacing the words "Race/ethnicity" in each row with a different race or ethnicity represented in our jurisdiction (such as Black, White, Native American, etc.), then complete the table for each such group. By failing to do this, THA has failed to examine the housing needs of families in our jurisdiction based on race and ethnicity. The table titled "Housing Needs of Families on the Waiting List" was also filled in incorrectly by THA, with the same failing on the last four rows. The table provides no information about the housing needs of families based on race.

On the table "Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists", THA checked the box indicating that the THA administers a combined Section 8 and Public Housing waiting list. This is inconsistent with the THA's response to the question on page 18, "With which of the following program waiting lists is the Section 8 tenant-based assistance waiting list merged?" to which the THA responded "none" where "Federal public housing" was a choice. It is unclear from the Plan whether THA has one waiting list or two. OAUTA has been under the impression that THA has two waiting lists. If this is the case, then THA must complete two tables in this section, one for each list.

THA failed to attach the supporting documents used to complete the table of Housing Needs for Families in the Jurisdiction by Housing Type and the table of Housing Needs of Families on the Waiting List. OAUTA is requesting a copy of the supporting documents.

Section 9.1 Strategy for Addressing Housing Needs

This statement is included in the plan as an attachment and is misplaced – it appears between attachments 6.0(12) and 6.0(13). It is not clear if THA intended to include in the Plan "Section C, Strategy for Addressing Needs," as an entirely different strategy for addressing housing needs is included as attachment 9.0(1) of the Plan. THA needs to clarify which statement is intended as its Strategy for addressing housing needs, and as neither statement is an adequate description of a strategy, OAUTA is calling for additional detail in this section. The statement should address the needs of families on the waiting list as well as families in the jurisdiction overall. The statement should differentiate between families of different income levels, elderly families, families with disabilities, families with children and families of different races and ethnicities, and address the differing housing needs of these families. The statement should address the THA's deconcentration policy.

Section 10.0 Additional Information

(a) Progress in Meeting Mission and Goals

THA is required to include a statement of its progress in meeting the mission and goals described in the previous 5-Year Plan, but THA failed to include this section in this

year's Plan. Additionally, THA is directed to include a statement of the criteria that will be used to determine what is a significant amendment or modification to its 5-year plan and Annual Plan. Again, THA failed to do this.

(b) Significant Amendment and Substantial Deviation/Modification

HUD's Public Housing Agency Plan Desk Guide states:

As described in 24 C.F.R. 903.21, the PHA may amend or modify its Annual or Five-Year Plan after submitting the plan to HUD. The PHA may modify, amend or change any policy, rule, regulation or other aspect of its plan. If the modification or change is considered a "significant amendment" or "substantial deviation/modification" as defined by the PHA, then the PHA must comply with a number of requirements similar to those required at initial development and submission of the PHA Plan.

[] HUD indicated that these terms should be defined at the local level as part of the public participation in the PHA Plan process.

THA defines these terms as a "demolition or disposition", or a "public housing conversion activity."

We find THA's definition to be inadequate and suggest the broader definition provided in the HUD Desk Guide:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the Annual Statement or Five-Year Action Plan) or change in the use of replacement reserve funds under the Capital Fund;
- Additions of new activities not included in the current PHDEP Plan; and
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

(c) Any applicable MOA with HUD

THA does not mention or include any such memorandum. If there is none, then THA should state that it does not currently have any such memorandum with HUD.

Section 11.0 Required Submission for HUD Field Office Review

The copy of the Plan provided to the tenant association and at the public hearings did not include any of the following certifications and disclosures, the RAB Comments, or the Challenged Elements. OAUTA is requesting copies of all of these documents.

(a) Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations

It is the position of the OAUTA that, at this time, THA cannot assure compliance with all related regulations. THA has not complied with the regulations setting out what must be included in the Annual and Five-Year Plan. THA has not complied with the regulations setting out the public notice and hearing requirements for the Annual and Five-Year Plan. THA has not complied with HUD regulations setting out the requirement for RAB formation and comment.

It is also the position of OAUTA that THA cannot certify compliance with civil rights regulations as THA has failed to evaluate the housing needs of families in the jurisdiction based on race and ethnicity. Under Federal law, THA has a duty to affirmatively further fair housing. OAUTA is asking for documentation demonstrating that the Annual and Five-Year Plan is consistent with the Analysis of Impediments to Fair Housing Choice in the Consolidated Plan, including the required description of the manner in which the applicable plan contents are consistent with the Consolidated Plan.

(b) Form HUD-50070, Certification for a Drug Free Workplace

(c) Form HUD-50071, Certifications of Payments to Influence Federal Transactions

(d) Form SF-LLL, Disclosure of Lobbying Activities

(e) Form SF-LLL-A, Disclosure of Lobbying Activities Continuation Sheet

(f) Resident Advisory Board (RAB) Comments

Public Housing Resident Council:

THA submitted the Annual and Five-Year Plan without resident comment. The THA Board of Commissioners assured us that our comments will be addressed and any necessary amendments will be made to the plan.

Section 8 RAB:

HUD regulations provide at 24 CFR 903.13(b)(3) and (4) :

Where the PHA has a tenant-based assistance program of significant size (where tenant-based assistance is 20% or more of assisted households), the PHA shall assure that the Resident Advisory Board (or Boards) has reasonable representation of families receiving tenant-based assistance and that a reasonable process is undertaken to choose this representation.

Where or to the extent that resident councils that comply with the tenant participation regulations do not exist, the PHA shall appoint Resident Advisory Boards or Board members as needed to adequately reflect and represent the

interests of residents of such developments; provided that the PHA shall provide reasonable notice to such residents and urge that they form resident councils with the tenant participation regulations.

And at 24 CFR 903.13(a)(2):

The PHA shall allocate reasonable resources to assure the effective functioning of the Resident Advisory Boards. Reasonable Resources for the Resident Advisory Boards must provide reasonable means for them to become informed on programs covered by the PHA Plan, to communicate in writing and by telephone with assisted families and hold meetings with those families, and to access information regarding covered programs on the internet, taking into account the size and resources of the PHA.

In last year's comments on the Annual Plan, THA was made aware that it is required to have a Section RAB and does not. OAUTA also expressed its desire to work with the THA in forming the Section 8 RAB.

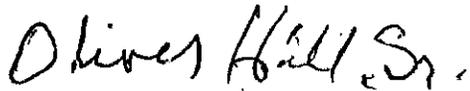
THA informed OAUTA in early April 2010 that letters would be sent to a random selection of Section 8 residents, informing them of the formation of a RAB. OAUTA repeated its desire to be involved in the process of forming the RAB. Claudette Cromartie, Executive Director of the THA, assured us that she would keep us informed on the process. She did not contact us again in regards to the Section 8 RAB. No list of RAB members has been provided. No information on funding and training of the RAB has been provided. No meeting dates were provided. At the June meeting of the THA Board of Commissioners, Ms. Cromartie presented the Plan for approval of the Board with no tenant comments. Ms. Cromartie claims that a meeting was held, the Section 8 RAB was formed, trained on the Plan as they reviewed the Plan, and submitted no written comments on the Plan. Ms. Cromartie stated that no funding was allocated for the Section 8 RAB.

OAUTA is disappointed that the promises to include OAUTA in the formation of the RAB were not kept. OAUTA is requesting documentation of the formation of the RAB, as well as information on the funding and training of the RAB. OAUTA is surprised that the Section 8 RAB had no comments on the Plan considering that the Plan fails to address Section 8 rents, among other things.

OAUTA insists that the Plan be amended to include the required list of Section 8 RAB members and the required Section 8 RAB comments. It is OAUTA's position that the Section 8 RAB was not formed in accordance with HUD regulations, as the notice to the Section 8 tenants was not provided in a reasonable amount of time before the Plan hearings, and the THA did not "provide reasonable means for them to become informed on programs covered by the PHA plan, to communicate in writing and by telephone with assisted families and hold meetings with those families, and to access information regarding covered programs on the internet."

Thank you for your consideration of OAUTA's comments.

Sincerely,

Handwritten signature of Oliver Hill, Sr. in cursive script.

Oliver Hill, Sr.
President, OAUTA

CC: OAUTA Board of Directors
Lauren R. Moody, NFCFEJ
Edward J. Grunewald, NFCFEJ
Claudette Cromartie, THA
Larry White, THA

Attachments:

1. Instructions form HUD-50075
2. 24 CFR § 903.13 – 903.21
3. Sample Statement of Housing Needs



TALLAHASSEE HOUSING AUTHORITY

2940 GRADY ROAD
TALLAHASSEE, FLORIDA 32312
(850) 385-6126
FAX (850) 386-5534
TDD 1-800-545-1833 ext.846

CLAUDETTE CROMARTIE
Executive Director

August 6, 2010

Oliver Hill, Sr.
President
Orange Avenue United Tenants Association, Inc.
1700-165 Joe Louis Street
Tallahassee, FL 32304

Re: Response to THA 2010 Annual Agency & Five Year Plan Comments from OAUTA

Dear Mr. Hill:

I have reviewed OAUTA's letter dated July 19, with comments regarding the 2010 Annual Agency & Five Year Plan which was submitted to HUD July 2, 2010. Hopefully this letter will provide the answers/clarification needed. Staff met with the OAUTA Board of Directors on April 7, 2010 to review the FY 2010 Agency Plan draft. Two previous agency plan meeting request notices were provided to you (Oliver Hill, Sr.) on February 4, advising you of the development process for the 2010 agency plan submittal. I provided the FY 2009 approved Agency Plan as a tool to utilize to receive relevant resident comments, I also provided an overview of the resident public hearings procedures for THA to accept comments by the established deadline of March 12, 2010 (see attached)

A second THA 2010 Agency Plan meeting notice dated February 23, 2010 was sent to request a meeting with OAUTA's Board of Directors regarding the FY 2010 PHA Agency Plan as soon as possible. This request was granted through an April 1, 2010 memorandum with a meeting date of April 7, 2010. Please note the time lapse for a response, (February 23 – April 1) THA sent two requests to OAUTA to meet about the Agency Plan in a timely manner.

**OAUTA - Organization and Presentation of the Plan and Timeliness of the Plan:
THA Response...**

HUD provides the PHA Agency Plan template for all housing authorities to use for draft purposes and for submission for the final plan; the form utilized is HUD form – 50075. THA staff addressed all components of the HUD form 50075, its template per form instructions. This format did not require THA to provide a table of contents and only required attachments under section 11.0 Required Submission for HUD Field Office Review for items (d) - HUD-50075.1 Capital Fund Program Annual

Statement/Performance and Evaluation Report and (e) HUD form 50075.2 Capital Fund Program Five Year Action Plan.

In an effort to provide additional information I've included several attachments for clarification under the required format beginning with FL073a01 – FL073v01. Staff provided an itemized overview of the capital fund spreadsheet that outlined each development funds and provided an overview at each resident meeting. Staff provided answers to questions from the residents. I was not aware of any cut-off pages and I apologize for any pages that may have been cut-off due to the copy machine. I shared with each resident that if there were any question or if further clarification was needed that they could contact me directly and I'd be available to answer them.

In conclusion of the section regarding "Timeliness of the Plan" staff recommends that before the draft of the FY 2011 PHA Agency Plan that OAUTA conduct an outreach meeting by site with all public housing residents to gather housing, self-sufficiency and resource needs; as well educate the residents on the importance of participating in the agency plan process. A similar organized resident advisory board would be extended to the Housing Choice Voucher Participants.

OAUTA - Notice, Hearing and Comment Requirements:

THA Response...

THA staff noticed resident's April 29 about the FY 2010 PHA Plan and beginning Friday, April 30th the draft plan along with all attachments were available at each site office along with a sealed resident comment box during normal business hours. Staff provided the annual plan and comment box for over forty five (45) days prior to the first scheduled public housing resident agency plan meeting scheduled June 15th for the Pinewood Plus Community. This notice was also provided to the Orange Avenue United Tenants Association, Inc. (OAUTA) THA Board of Commissioners, Leon County and the City of Tallahassee Economic and Development department. In February 2010 residents were re-noticed about the residents comments email account, which is was another tool made available to link resident concerns. OAUTA is correct, "the Public Housing Agency Plan Desk Guide does state that the PHA Board of Commissioners or similar governing body must conduct the public hearing in a location that is accessible to the residents served by the PHA". Collectively the PHA executive director and public housing administrative staff constitute "a governing body" of a public housing agency. Past notice practices relevant to participation support the best advertisement for meeting notice is to have the document placed either in the residents hand or placed at their door. This type of direct notice provides residents with the date time and location of the meeting more than forty eight hours (48) before they are to meet. We also offered eight (8) hours of community service credit to those residents that attended the PHA Agency plan meeting who need the hours to remain in compliance with the community service requirements.

The last pre-scheduled PHA agency plan meeting was to be held June 15th, however due to a tri-plex fire at the Springfield Apartment community it was rescheduled for Monday June 21. Staff re-noticed the residents at Springfield about the meeting; however we did not have any residents to attend the agency plan meeting at the Springfield Apartment community. The THA Board of Commissioners regular meeting was also rescheduled and moved to June 29th, as part of the meeting change OAUTA was notified along with the THA Board of Commissioners. OAUTA and their legal representative were noticed in an effort for them to attend all meetings; this was done with a week remaining before the Board of Commissioners meeting. This should have provided ample time for OAUTA to meet and prepare to present their comments to the Board of Commissioners, prior to the agency plan submission, since they attended all of the site meetings to note the resident concerns of the annual agency plan.

Comments on Form HUD-50075:

THA Response...

THA staff supports section 5.2 Goals and Objectives which does address the progress in meeting its previous goals and objectives. GED classes are available to each adult resident on-line through the Bureau of Program Planning, c/o Florida Department of Education. Computers for interested residents obtaining their GED are available at each of our community centers Monday-Friday during the posted community centers operating hours.

THA staff supports that there has been increased homeownership participants from both section 8 and public housing. The supporting documentation is provided in the board meeting monthly packet in the section 8 report of which OAUTA receives along with the Board and Staff. To add this housing authority has been recognized by the HUD Jacksonville Field Office as having one of the most thriving Homeownership programs in the State of Florida, of which THA staff was asked to conduct a homeownership presentation to other housing authorities earlier this year in Jacksonville, FL at Regional HUD training. THA staff has no documentation that supports that our homeownership program has been discontinued or is in jeopardy of being eliminated. THA also has programs in place that assist public housing families with credit restoration, in an effort to raise their credit beacon scores in order to qualify with a lender for a mortgage loan.

THA staff has had informational only meetings with several solar company representatives regarding solar opportunities at Pinewood Plus; however, at this time there are no diagraphs or other such documents developed to present to the Board of Commissioners or OAUTA.

Section 6.0 PHA Plan Update:***THA Response...***

THA staff supports that there has not been any updates to the public housing or section 8 policies since the last annual plan submission to HUD. All documents related to this attachment were for information purposes only to existing and new participants.

PHA Plan Elements (24 CFR 903.7)**Eligibility, Selection and Admission Policies, including Deconcentration and Wait List Procedures*****Public Housing Admissions Preferences:***

High rent burden is not an admissions preference but could be used in meeting the agencies deconcentration process.

THA staff supports the Family Unification Program (FUP) and those displaced by governmental action as a preference of which ten families/persons would be assisted annually. Admissions preference priority will be given solely on date and time of application as shown on the second page.

Section 8 Waiting List Organization:

THA staff supports that there are two separate waiting list one for public housing applicants and the other for section 8 applicants. In the past submittals we have had difficulty transmitting two separate lists to HUD, to remedy this concern we provide the numbers combined however we show the numbers separately for each program. We have utilized this format for the last three years without any errors from HUD.

Financial Resources

THA staff supports the column marked "Planned Use" shows exactly how funds are expended. THA does utilize HUD form 50075.1 which provided in-depth details for expenditures under modernization. OAUTA along with the Board of Commissioners are provided the HAP, Administrative fees, Mainstream, FSS Program, and ARRA Expenses in the monthly packets. HUD intends for this component to be a snapshot into our resources, however staff provides a complete overview monthly. Most HUD funding is earmarked as shown for specific program use.

The Section 8 HANO and other components have been discussed with the particular section 8 clients that are recipients of that program. THA has a partnership with the Housing Authority of New Orleans via the HUD portability program and administers this

program and provide vouchers for the Hurricane Katrina recovery families that have re-located to Tallahassee.

All rental income and late fees are credited back into each specified public housing development to be used toward work orders, utilities, etc., of which is shown and provided monthly to OAUTA and the Board of Commissioners in our monthly Tenant Accounts Receivable (TAR's) report and site budgets.

We cannot predict what we will be funded for replacement housing from HUD. With this being unpredictable, it is hard to predict or project how many replacement units will be purchased. However, to date THA has purchased three single-family homes and we project to purchase three additional single-family homes.

Resident training and education is offered quarterly in partnership with other community agencies. The homeownership participation for public housing residents can not be pre-determined. Information about the FSS/Homeownership program is continuously offered and available to public housing residents on a voluntary and at-will basis through the Resident Initiative Coordinator. At this time fourteen (14) families are participating in the FSS program for educational skill development, credit restoration and emotional support.

THA staff addresses the housing needs of the handicapped and disabled. This is shown in section 5.2 of the agency plan, fourth paragraph down; where it states "We anticipate a two year time frame to completely explore this analysis." With the Section 8 program handicap and disabled programs have increased through the vouchers provided under the mainstream program.

THA staff supports that the Springfield tri-plex burned by fire is shown in an attachment in HUD form 50075.1. The insurance reimbursement has been shown as development income in the sum of \$155,209.00. This information was provided in the budget which was listed in the monthly board packets of which OAUTA received. This reimbursement is booked for the reconstruction of the burnt unit under reserves. Further tracking is supported by THA's auditing system.

All Funds listed under the Financial Resources:

"Planned sources" and "uses" have dedicated uses for all housing authorities accepting the funding. It is THA's priority including the board of commissioners to use these funds in the proper dedicated manner, to preserve and rehabilitate our existing housing stock. Curb appeal plays a vital role in this manner, our residents, the community at-large and OAUTA has observed and enjoyed the upgrades. The acquisition of housing stock has been seen through the increase of scattered site purchases. Not only does staff seek, and apply for additional grant funding for public housing and housing choice vouchers it

was successful in receiving HUD-Veterans Affairs Supportive Housing (HUD-VASH) Vouchers and seven (7) adjoining acres of land which was donated to THA and was successful in acquiring 9% low income housing tax credits from the Florida Housing Finance Corporation for the construction of Crowder Ridge, the sister development to Goodbread Hills.

THA staff has brought to each public housing community a wealth of community partners seeking to provide self motivation , academic, skill development and life skills to our residents on site, however with the low turn out and participation; partners take there services elsewhere. Included the 24CFR 964.140 Resident Training, subsection (a) Resident Training Opportunities HUD encourages a partnership between the residents, the housing authority and HUD; as well as with public and non-profit sectors of the community to provide training opportunities for public housing residents, HUD also encourages the use of local training resources that indentifies resident organizations as possible trainers. This agency in the past along with the FAMU Community Development Corporation and OAUTA sponsored two public housing residents in child care development, with the lack of resident child care commitment support and the owners not adhering to the professional developed business plan each one sought other alternatives for income.

This too is a venture the resident organization can seek partners for on behalf of their constituents. All THA community centers and services support public housing and community residents. All newly constructed and rehabilitated community centers received funding from the City of Tallahassee Economic and Community Development department. Even when programs are free, there is a low response/participation rate among our public housing residents.

Rent Determinations

THA staff addressed only the HUD question in section 6(a) "identify all PHA Plan elements that have been revised by the PHA service since its last annual plan submission "THA Response was: "none but the capital fund grants". All other documents in Section 6.0(1)-6.0(13) were submitted in previous plans. These were included and discussed to refresh our tenured residents and inform the new public housing families of our existing rental determinations used by the agency.

Minimum Rent

Over five (5) years ago staff requested board approval to increase the minimum rent from \$25.00 to \$50.00. It was determined then and is apparent now that this amount is factored into each development and assists with the maintenance, utility which is provided at each site. Research through the HUD Earned Income Verification System (EIV) show that some residents continue to have household income that is not reported.

Residents who experience a minimum rent hardship can provide proof and request a waiver and/or perform eight (8) hours of community service monthly.

Section 8 HCV Rent Determination Policies:

THA staff addressed Section 8 rent determinations in prior approved agency plans. This program shares the same minimum rental amount of \$50.00 and subsidy is based on HUD thirty percent (30%) adjusted income.

4. Operation and Management.

THA Staff addressed its operation and management process in prior approved agency plans.

Documents in the 2009 agency plan were discussed as a refresher for our tenured residents and as new information to new public housing residents. In completing the HUD mandated asset management change, the Resident's Handbook and Community Resource Guide has been partially modified for each community site, the overall manual is being revised. It should be noted that the dwelling lease that each resident receives contains the most recent public housing updates and information that would be listed in the community resource guide. We also provide refrigerator magnets with all applicable emergency numbers to all public housing residents, further staff was not aware of OAUTA's request for this document.

THA staff provided notice to OAUTA, the board of commissioners and public housing residents of the discovery and precaution measures to eliminate bed bugs on April 2, 2010 (see April 2010 Board Packet). Treatment is on going as it is brought to staff attention. It was shared that a resident relocated from another city and brought the bed bugs with them. THA staff provides continuous education regarding bed bugs and how they can enter your homes for the residents.

5. Grievance Procedures.

THA grievance procedures for public housing and section 8 are the same. Each provides the applicant, resident or client the opportunity of an informal or formal hearing. It is noted that notification of this request must be submitted to THA in writing or verbally within 10 calendar days of the initial application rejection or resident/ client termination notice received. The format for seeking a hearing was provided in prior approved agency plans.

6. Designated Housing for Elderly and Disabled Families.

THA commits to modifying existing elderly/disabled units for aging in place needs of elderly or disabled families. Each public housing community has designated units for residents in this category.

7. Community Service and Self-Sufficiency.

THA supports that the community service requirement information was provided to HUD in prior PHA Agency Plans. This was too provided to refresh existing residents and to notice new public housing residents about the requirement. Staff has not received a request from OAUTA for the FSS Action Plan. THA's Section 3 employees have been discussed at several board of commissioners meetings; it was discussed in relation to the ARRA stimulus grant funds. We shared the importance of not counting the long term employed residents, with the ARRA grant. We identified the newest section 3 employees of THA.

8. Safety and Crime Prevention.

THA Staff supports and acknowledges public housing communities do have common and non-common safety and crime prevention needs. Staff has hosted several site based crime watch meetings of which OAUTA was noticed; at these meetings discussion regarding safety and crime prevention along with general resident concerns was addressed. Staff provides to each site office the sexual predator and other "neighborhood watch" type lists as identified by law enforcement.

Staff along with other community apartment managers, continue to meet monthly with TPD, FDLE, OIG, and other law enforcement agencies. All correspondence from TPD states Attention Site Managers: "The Housing meeting is for Managers and their employees only". Please do not invite individuals that are not working for your company. These meetings often involve us discussing very confidential information that the general public does not need to know".

Staff invited OAUTA to a multi-family law enforcement meeting with Officer Newman, TPD and will continue to do so as we progress in our safety and crime prevention activities. Pinewood's security patrol was discontinued due to budgetary restraints. When security was reduced contact was made with TPD to request their presence and they provided foot patrol and vehicle presence was seen rapidly in the Pinewood development. A RFQ for Security services was recently advertised for Orange Avenue and a selection will be made an announced soon.

9. Pets.

THA staff supports only those who are elderly or disabled are eligible for in house pets.

10. Civil Rights Certification.

THA Staff will provide OAUTA with required documentation.

11. Fiscal Year Audit.

THA Staff provides to HUD annually the agency audits of which this agency always has a copy for the general public by request.

12. Asset Management.

THA Staff supports its previous statement and the long term operation is solely due to HUD. This shows our annual funding of our operating funds which is shown under capital fund tables marked FY 2011 – 2013; no disposition plans as previously stated were submitted to HUD. This type of approval would not be considered by HUD without the consent of the Board of Commissioners or resident organization.

13. VAWA. (Violence Against Women Act)

THA Staff supports that we only follow what is outlined in the Violence Against Women's Act regulations, all services related to this would come from other community agencies, i.e., Refuge House, law enforcement, etc. New public housing residents and new Section 8 participants are provided with brochures regarding this program.

Section 7.0 – Hope VI.

The homeownership program overview has been submitted to HUD in its previous agency plan submittals. There have been no changes to occur for this program. THA staff has provided OAUTA (Oliver Hill) and staff of NCFGJ copies of the public housing 5 year plan, no changes have occurred since its 1997 development. However staff will provide OAUTA with another copy of the plan.

Section 8.0 Capital Improvements

THA staff supports that the capital fund budgets were developed through inventory needs over five years ago of which THA received comments regarding the last (2009) plan from OAUTA. The reconstruction of the Springfield Tri-Plex was included with the capital fund HUD 50075.1 form along with other items that were being considered for

maintenance based upon funding from the ARRA stimulus grant. OAUTA has the opportunity to provide comments on capital improvements at any time to the Board of Commissioners and THA staff.

1. Drug Intervention information is offered and available at each of our community centers. We provide informational brochures for our youth participants to keep them engaged in positive activities in an effort to decrease site and community crime. This excludes development security monitoring, van maintenance and community center maintenance between its three centers.
2. Collectively THA has spent \$8,500 for resident training.
3. Residents were consulted and agreed to switch from cold feet VCT to warm carpet over three (3) years ago prior to the carpet installation from the agency.
4. The computer upgrades cover agency offices for HUD required reporting as well; the community center monitors, maintenance repairs and software enhancements are included.
5. THA has two golf carts that it uses at two different communities. The golf carts are not sufficient for emergency night call outs nor are they safe for storage of the replacement items.

The Housing Needs of Families

In the jurisdictions we serve, we assess by family type which specifies race or ethnicity and will provide OAUTA with all supporting documentation.

9. Housing Needs of Families in Jurisdictions

The combination of the waiting list for the authority has been performed this way, do to the large amount of attachments submitted to HUD of which resulted in errors in the past. The public housing and section 8 waiting list are separate and are administered in its respective departments.

THA will provide appropriate documents for families needs on the waiting lists.

Section 9.1 Strategy for Addressing Housing Needs

The statement provided indicates that THA will continue to apply for various grants under the Section 8 program. HUD does provide additional funding when available through their Notice of Funding Availability (NOFA). Therefore we must wait to determine which population the NOFA will address. Outside of HUD's multi-family

division no additional funding will be available through public housing and unscheduled Replacement housing funds have a 5-year cap.

Section 10.0 Additional Information

THA staff supports it has provided adequate descriptions in section 10.0 as it relates to section 5.1 Mission statement, the overall objective is to promote adequate and affordable-housing, economic opportunity and improve living conditions of low-income families and the goals in section 5.2 and objectives are further supported through the progress of the continued community partners created that provide various life skills and educational programs.

(b) Significant Amendment and Substantial Deviation/Modification.

THA staff supports the statement that the demolition or disposition would constitute a significant request for deviation/modification. Staff has reviewed the ACOP and dwelling lease and do not foresee any changes for adding and/or deleting any category of the ACOP for admission policies or organization of waiting list. Rather all existing – ACOP dwelling list can be modified with board approval. Resident notices along with resident meetings must be held.

(c) Any applicable MOA with HUD

Staff supports the former MOA is now recognized as the Annual Contributions Contract (ACC)

Section 8 RAB:

THA staff supports that on April 20, a random computer selected number (407) of section 8 participants were notified about the Agency Plan meeting, which was held April 29. There were 15 in attendance, at this meeting information on “What is the PHA Plan” and the Resident Advisory Board (RAB) was discussed. Those in attendance were also given the April 29 memo was issued and shared for those to submit comments. They were advised of the rent determination, preferences, waiting list, homeownership, partners and grievance procedures as it relates to the PHA Plan. Staff will provide additional outreach to this group on their choice to develop a section 8 RAB group.

Hopefully, this in-depth informational letter has clarified any questions resident comments and concerns regarding the 2010 Annual/Agency Plan. However, if additional information is needed, I am available at directly at 205-1674.

Sincerely,

A handwritten signature in cursive script that reads "Claudette Cromartie".

Claudette Cromartie
Executive Director

Cc: THA, Board of Commissioners
Laura Detsch, Deputy Director
Joan Doby, Springfield Apartments
Linda Brown, Orange Avenue Apartments
Charlotte Morrell, Pinewood Plus
OAUTA, Board of Directors
Lauren Moody, NFCEJ
Edward J. Grunewald, NFCEJ
Larry K. White, THA Attorney

CAPITAL FUND PROGRAM TABLES

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I:					
Summary					
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: FL29R07350109			Federal FY of Grant: 2009
[] Original Annual Statement [] Reserve for Disasters/Emergencies [] Revised Annual Statement (revision no:)					
[X] Performance and Evaluation Report for Period Ending: 12/31/2009 [] Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Annual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	180,781			
19	1501 Collateralization of Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2- 20)	180,781			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Part I: Summary					
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29R073501-10 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: <u>2010</u> FFY of Grant Approval: 2010
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost:	
		Original	Revised ²	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴	180,423			
18a	1501 Collateralization of Debt Service paid by the PHA				
18ba	9000 Collateralization of Debt Service paid Via System of Direct Payme				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2- 19)	180,423			
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Actvities	0			
23	Amount of line 20 Related to Security - Soft Costs	0			
24	Amount of line 2. Related to Security - Hard Costs	0			
25	Amount of line 20 Related to Energy Conservation Measures	0			

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

Part I: Summary				
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29R073501-10 Date of CFFP: _____		FFY of Grant: <u>2010</u> FFY of Grant Approval:
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost:
		Original	Revised 2	Obligated Expended
Signature of Executive Director		Signature of Public Housing Director		Date

