

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>Carrollton Housing Authority</u> PHA Code: <u>GA116</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/2010</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>280</u> Number of HCV units: <u>151</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
	PHA 1:				PH HCV
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update. See Attachment ga116a01 for information on Sections 5.0 through 10.0.				
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: See Page 3 of Attachment ga116a01.				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. See Page 3 of Attachment ga116a01.				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (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. See pages 5 - 41 of Attachment ga116a01.				
7.0	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> See page 42 of Attachment ga116a01.				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. See pages 42 - 43 of Attachment ga116a01.				
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <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 page 42 of Attachment ga116a01.				
8.2	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 page 42 of Attachment ga116a01.				

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> <p>See page 43 of Attachment ga116a01.</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.</p> <p>See page 43 of Attachment ga116a01.</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>See page 44 of Attachment ga116a01.</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>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>See pages 46 - 48 of Attachment ga116a01.</p>
11.0	<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> <p>(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)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(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.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

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.

CARROLLTON HOUSING AUTHORITY

FY2010-FY2014 FIVE-YEAR AGENCY PLAN AND FY2010 ANNUAL UPDATE

SECTION 5.0 THROUGH 10.0

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5.0 Five-Year Plan

5.1 Mission Statement

The mission of the *Carrollton Housing Authority* is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination by being a leading provider of affordable housing for very-low, low, and moderate-income persons in Carrollton through effective management, wise stewardship of public funds and resident partnerships.

5.2 Goals and Objectives

Goal: Expand the supply of assisted housing

Objectives:

- Apply for additional rental vouchers:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments

Goal: Improve the quality of assisted housing

Objectives:

- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units: Focus on Energy Conservation
- Demolish or dispose of obsolete public housing: Demolition Application for Davis Homes (GA 116-2) has been approved by HUD.
- Provide replacement vouchers:
- Maintain High Performing status on the Public Housing Assessment System (PHAS). Scored a 91 in 2007.
- Maintain High Performing status on the Section 8 Management Assessment System (SEMAP)
- Continue efforts to maintain a high level of customer satisfaction

PHA Goal: Increase assisted housing choices

Objectives:

- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:

Goal: Provide an improved living environment

Objectives:

- Work with Resident Council to encourage Neighborhood Watch Programs
- Continue to request that the Carrollton Police Department establish a Community Police Officer

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Provide food through onsite provider, Manna House.
- Offer GED and ESL classes at developments.
- Apply for grant funding for additional services.

Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Plan to apply for additional funding through the SuperNOFA and other grants.

6.0 PHA Plan Update

- (a) **Identify specifically which plan elements have been revised since the PHA's prior plan submission.**

The Agency Plan is a comprehensive guide to the Carrollton Housing Authority's policies, programs, operations and strategies for meeting local housing needs and goals. There are two parts to the Plan: the Five-Year Plan, which the Authority submits to the Department of Housing and Urban Development (HUD) once every fifth fiscal year, and the Annual Plan, which is submitted to HUD every year. This document represents the Authority's FY2010-FY2014 Five-Year Plan and the FY2010 Annual Update.

Since the Agency Plan serves as the annual application for the Capital Fund Program (CFP), the Authority has submitted an Annual Statement and Five-Year Plan for the FY2010 CFP based on FY2009 funding amount. The Annual Statement and Five-Year Plan can be found in this binder under Tab 2 (ga116a01).

A list of all information included in the Plan is located on the following pages.

All plan elements have been revised since the prior Agency Plan submission.

- (b) **Identify where the 5-Year and Annual Plan may be obtained by the public.**

The FY2010 Agency Plan will be available for review during the 45-day Public Hearing Notice period at the Carrollton Housing Authority's Main Office which is located at 1 Roop Road in Carrollton, Georgia.

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

Public Housing

Eligibility

1. The Housing Authority shall use the guidelines and procedures prescribed by HUD at the time of applicant processing to make a final determination of household eligibility.
2. All families who are admitted to Public Housing must be individually determined eligible under the terms of this policy. In order to be determined eligible, an applicant family must meet ALL of the following requirements:
 - a. The applicant family must qualify as a family as defined by HUD.
 - b. The single person applicant must qualify as a single person as defined by HUD.

- c. The applicant's Annual Income as defined by HUD must not exceed income limits established by the Department of Housing and Urban Development for Public Housing in the County of PHA jurisdiction.
- d. The applicant family must conform to the Occupancy Standards contained in this policy regarding unit size and type.
- e. The applicant must have a satisfactory record in meeting past financial obligations, especially in payment of rent. In situations where an unsatisfactory record is obtained the PHA shall take into consideration extenuating circumstances such as illness, or other incidents beyond the control of the applicant.
 - Applicants shall not have a history (over the past two years) of habitual late rent payments, as defined by eight (8) or more late payments during one calendar year;
 - Applicants shall not have been sued more than two (2) times over the past two (2) years for habitual late rent payments;
 - Applicants shall not have been sued more than four (4) times during the entire tenancy for habitual late rent payments;
 - Applicants shall not have been evicted for non-payment of rent over the past two years.
- f. Section 214 of the Housing and Community Development Act of 1980, as amended, prohibits the Secretary of the Department of Housing and Urban Development (HUD) from making financial assistance available to persons who are other than United States Citizens, nationals, or certain categories of eligible non-citizens either applying to or residing in specified Section 214 covered programs. Section 214 programs include: Public Housing, Section 8 Rental Certificate Program and Section 8 Rental Voucher Program.
- g. Any tenant evicted from federally assisted housing by reason of drug-related criminal activity shall not be eligible for federally assisted housing during the 3-year period beginning from the date of such eviction, unless the evicted tenant successfully completes a rehabilitation program approved by the Housing Authority, and/or if the circumstances leading to eviction no longer exists.
- h. The Housing Authority shall prohibit admission for any household member who the Housing Authority determines is illegally using a controlled substance, or determines that a

household member's illegal use, or pattern of illegal use, of a controlled substance, or abuse, or pattern of abuse, of alcohol, may interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents. QHWRA further stipulates that individuals convicted of manufacturing or producing methamphetamine (speed) will be permanently denied admission to public housing and a current resident's tenancy will be immediately and permanently terminated if convicted of manufacturing or producing methamphetamine.

In determining whether to deny admission to the Housing Authority any household based on a pattern of abuse of alcohol by a household member, the Housing Authority may consider whether such a household member:

- (i) Has successfully completed a supervised drug or alcohol rehabilitation program (as applicable) and is no longer engaging in the illegal use of a controlled substance or abuse of alcohol (as applicable);
 - (ii) Has otherwise been rehabilitated successfully and is no longer engaging in the illegal use of controlled substance or abuse of alcohol (as applicable); or
 - (iii) Is participating in a supervised drug or alcohol rehabilitation program (as applicable) and is no longer engaging in the illegal use of a controlled substance or abuse of alcohol (as applicable).
- i. The Housing Authority shall prohibit admission for any applicant or member of the applicant's household who the Housing Authority determines is or was, during a reasonable time preceding the date when the applicant household would otherwise be selected for admission, engaged in any drug-related or violent criminal activity or other criminal activity which would adversely affect the health, safety, or right to peaceful enjoyment of the premises by other residents or Housing Authority staff.
 - j. The Housing Authority shall prohibit admission of any applicant or member of the applicant's household who has been convicted of a felony.
 - k. The Housing Authority shall prohibit admission for any applicant or member of the applicant's household that the Housing Authority determines is subject to a lifetime registration requirement under a state sex offender registration program.
 - l. The applicant family must have no record of disturbance of neighbors, destruction of property, unsafe living habits, unsanitary

housekeeping practices, substance abuse, or any other history which may be reasonably expected to adversely affect:

- (i) The health, safety, or welfare of other residents;
 - (ii) The peaceful enjoyment of the neighborhood by other residents; or
 - (iii) The physical environment and fiscal stability of the neighborhood.
- m. The applicant family must not have a record of grossly unsanitary or hazardous housekeeping. This includes the creation of a fire hazard through acts such as the hoarding of rags and papers; severe damage to premises and equipment, if it is established that the family is responsible for the condition; seriously affecting neighbors by causing infestation, foul odors, depositing garbage improperly; or serious neglect of the premises. In a case where a qualified agency is working with the applicant family to improve its housekeeping and the agency reports that the applicant family shows potential for improvement, decision as to eligibility shall be reached after referral to and recommendation by the Executive Director or his/her designee. This category does not include applicant families whose housekeeping is found to be superficially unclean or lacks orderliness, where such conditions do not create a problem for the neighbors.
- n. The applicant family must be able to demonstrate capacity to discharge all lease obligations. This determination shall be made on a case by case basis and shall not be used to exclude a particular group by age, handicap, etc. In determining the applicant family's capacity to discharge all lease obligations the HA must consider the family's ability to secure outside assistance in meeting those obligations.
- o. If the applicant is a former resident of public housing or Section 8 housing programs administered by an agency, the applicant family must have a satisfactory record in meeting financial and other lease obligations. A former resident who owes a move out balance to the Housing Authority will not be considered for re-admission until the account is paid in full and reasonable assurance is obtained of the applicant's ability to meet his or her rent obligations.
- p. The applicant must not have a history of non-compliance with rental agreements including failure to comply with the terms of the rental agreements on prior residences, such as providing shelter to unauthorized persons, keeping pets or other acts in violation of rules and regulations, and painting or decorating without permission of the owner.

- Any applicant who has been evicted from a public housing program or terminated from a Section 8 Rental Program shall not be eligible to receive any type of housing assistance for five (5) years.
- q. The applicant family must have properly completed all application requirements, including verifications. Misrepresentation of income, family composition or any other information affecting eligibility, rent, unit size, neighborhood assignment, etc. will result in the family being declared ineligible. In the event the misrepresentation is discovered after admission, the family may be subsequently evicted, even if the family meets current eligibility criteria at that time.
- r. Other factors affecting a final determination of eligibility include:
 - (i) Household has no outstanding indebtedness to the PHA or any other federal housing program;
 - (ii) Family will occupy unit as their sole place of residence.
- 3. Substance abuse as described in this policy and drug-related criminal activity as described in this policy shall include, but not be limited to, the illegal manufacture, sale, distribution, use, or possession with intent to manufacture, sell, distribute, or use, of a controlled substance (as defined in section 102 of the Controlled Substances Act (21 U.S.C. 802), and Section 428 of the FY 1999 HUD Appropriations Act).
- 4. Sources of information for eligibility determination may include, but are not limited to, the applicant (by means of interviews or home visits), landlords, employers, family social workers, parole officers, court records, drug treatment centers, clinics, physicians or police departments where warranted by the particular circumstances. Information relative to the acceptance or rejection of an applicant shall be documented in accordance with Part C; Verification, and placed in the applicant's file. Such documentation may include reports of interviews, letters or written summaries of telephone conversations with reliable sources. At a minimum, such reports shall indicate the date, the source of information, including the name and title of the individual contacted, and a summary of the information received.
- 5. In the event of the receipt of unfavorable information with respect to an applicant, consideration shall be given to the time, nature, and extent of the applicant's conduct or to factors that might indicate a reasonable probability of favorable future conduct or financial prospects. For example:
 - a. Evidence of rehabilitation.
 - b. Evidence of the applicant family's participation or willingness to participate in social services or other appropriate counseling service programs and the availability of such programs.

- c. Evidence of the applicant family's willingness to attempt to increase family income and the availability of training or employment programs in the locality.
 - d. In the case of applicants whose capacity for independent living and discharge of lease obligations is in question, the resources actually available in support of the family, such as visiting nurses, homemakers or Live-In caretakers.
6. An otherwise ineligible handicapped applicant shall be eligible for admission if the problem resulting in the ineligibility can be addressed through reasonable accommodations.
 7. Tenancy at properties for elderly and/or handicapped persons will be based upon the applicant's ability to live independently or to live independently with limited supportive services.
 8. The Housing Authority will not unnecessarily segregate individuals with handicaps to particular areas or developments. The Housing Authority will provide assistance to enable all individuals with handicaps to meet legal requirements; for example, the Housing Authority could provide interpreters, Braille or taped versions of leases, recertifications and other legal documents, whatever is appropriate.
 9. In the event an individual is refused housing based on one or more of the above screening criteria, he/she may request an informal hearing or appeal to the Executive Director in writing.

Selection

1. Applicant Ranking

Applications will be filed and selected by unit type and size; by preference; and by date and time of application. If an applicant claims a preference, they are considered to be a priority applicant. Applicants who claim no preference are considered to be non-priority applicants.

2. Preferences

a. The Carrollton Housing Authority offers the following preferences;

- ◆ Resident in City of Carrollton
- ◆ Resident in Carroll County
- ◆ Resident in State of Georgia
- ◆ Homeless or displaced due to domestic violence
- ◆ Currently living in substandard housing

b. Preference shall be given to elderly and disabled applicants over other singles.

c. Denial of Preference

A preference shall not be given to an applicant if any member of the family is a person who has been evicted from housing assisted under a 1937 Housing Act program due to drug related criminal activity.

However, a preference may be given if:

- (i) The applicant or family member evicted has successfully completed a drug rehabilitation program; or,
- (ii) The applicant or family member clearly did not participate in drug related criminal activity; or,
- (iii) The Housing Authority determines that the applicant or family member no longer participates in any drug related criminal activity.

d. Weighting Preferences

Preferences shall be weighted as follows:

<u>Preference</u>	<u>Point Value</u>
◆ Resident in City of Carrollton	6
◆ Resident in Carroll County	4
◆ Resident in State of Georgia	2
◆ Homeless or displaced due to domestic violence	1
◆ Currently living in substandard housing	1

3. Waiting List

a. Housing Authority-Wide Waiting List

The Housing Authority-wide waiting list will be ordered as follows:

- (i) By unit type (regular, elderly, special handicapped) and in unit size by bedrooms.
- (ii) By preference only.
- (iii) Within the priorities above, by date and time of application.
- (iv) Families who claim no preference will be notified by the Housing Authority that their names will be retained on the waiting list as non-priority applicants. If at some future time, their status changes in regards to a preference, they will be entitled to claim the preference, and be added to the priority waiting list.

4. Waiting List Skipping

The Housing Authority may skip a higher-income eligible applicant family to the top of the waiting list if a dwelling unit in a development becomes vacant and the development requires a lower income family to meet the Housing Authority's income targeting goals.

The Housing Authority may also skip a lower-income eligible applicant family to the top of the waiting list if a dwelling unit in a development becomes vacant and the development requires a higher income family to meet the Housing Authority's income targeting goals.

5. Updating of the Waiting List

Procedure for updating the waiting list is at the PHA discretion, however the waiting list must be purged at least once every 12 months.

The Housing Authority shall update the waiting list every ninety (90) days in order to maintain the most current information. Applicants will be requested to provide the Housing Authority with updated information through writing. Applicants who do not respond to the request to update shall be removed from the waiting list. If the applicant's failure to respond was due to the applicant's disability, the Housing Authority shall provide reasonable accommodations to give the applicant an opportunity to respond.

6. Applicant Selection and Assignment

The PHA will select applicants for participation without discrimination based on race, color, sex, creed, or national origin nor deny any family or individuals the opportunity to apply for assistance under the Low-Rent Housing Program. Neither will the PHA discriminate because of religion, age, physical handicap, pregnancy, parenthood, nor marital or veteran status.

The selection of residents for occupancy of available units will be in conformance with all HUD guidelines and regulations and applicable Fair Housing and Equal Opportunity Requirements.

7. Special Use Dwelling Units

a. When a unit that meets a specific need (e.g., a unit designed to accommodate a handicapped tenant requiring the use of a wheelchair) becomes available, that unit will be offered first to a current occupant of another unit managed by the Housing Authority having handicaps and requiring the accessibility features of the vacant unit. If no such occupant exists, the unit will be offered to the next eligible applicant on the waiting list requiring that special unit. If there are no applicants on the waiting list needing a specially designed unit, the unit will then be offered to those eligible qualified applicants in their normal sequence.

b. Elderly applicants will be given preference for units designed specifically for elderly occupancy. Near Elderly Single Persons will be given

preference over Non-Elderly Single Persons for units designed specifically for elderly occupancy.

8. Dwelling Unit Offers

- Three unit offers: If the PHA has three or more developments, the PHA can make an offer in the development with the highest number of vacancies, or can make an offer that will satisfy the authority's deconcentration goals. If this unit is rejected, the PHA can make two other offers to the applicant. If all three units are rejected, the applicant goes to the bottom of the waiting list. However, the PHA can define "bottom of the waiting list" by denying preferences to those applicants who reject an offer.

When the applicant is matched to the specific unit, that dwelling unit becomes "unrentable" until the offer is made and accepted or rejected. In order to reduce vacancy loss, it is necessary that processing from this point move as quickly as possible. To that end, the following conditions shall apply to dwelling unit offers:

- a. As an applicant moves near the top of the waiting list, the Housing Authority will contact the applicant family to determine continued interest, to update the application for final processing, to alert the applicant that an offer is likely in the near future, and to inform the applicant about the requirements for move-in, such as utility deposits, security deposits, etc.
- b. Upon availability for occupancy, an applicant will be offered a unit.
- c. Upon offer of an apartment, the applicant shall have five (5) days to accept or reject the apartment. An additional business day may be granted if necessary to allow the applicant to inspect the apartment. Failure to give an answer within the prescribed time period shall be counted as rejection of the offer.
- d. Upon acceptance of the offer, the applicant will then be assigned a deadline for move-in. Before the end of this period, the applicant must complete all outstanding pre-occupancy requirements, such as joint HQS unit inspection, establishment of utility services, leasing interview, and lease execution. Failure to complete move-in requirements within the assigned period will result in withdrawal of the offer and inactivation of the application.

9. Unit Refusals

- a. Applicants will be made one (1) offer of a unit of appropriate size and type. Should the family reject all three offers that may be made in accordance with this policy, the family will be placed at the bottom of the waiting list.
- b. After the first offer has been made and rejected, such an applicant would be made an offer in accordance with the provisions of this policy.

- c. When an applicant refuses an three offers of an apartment, his/her application shall be returned to the bottom of the waiting list, unless the applicant can document that a move at that time would create an undue hardship on the family which is NOT related to race, creed, sex, national origin, religion, handicap or familial status.
- c. Applicants not responding to an offer of housing by the PHA shall be ruled ineligible and their application will be removed to the inactive/ineligible file and so documented.
- e. An applicants will have five (5) working days to accept or reject an offer of housing after receipt of notice of unit availability. Failure to respond to a notice of unit availability will be treated as a no response.

Wait List

Pre-applications

Pre-applications will be made available to applicants at the central intake center, or at designated sites, if applicable. Applicants will complete the pre-application form and return it to the housing authority where the family's name and information, and date and time of receipt, will be added to the waiting list.

The pre-application will request the names, age and social security numbers of all family members, the amount and source of income of each family member, and whether the applicant claims a preference. The applicant will be responsible for reporting any change of address or of circumstance (i.e., change in family composition, change in income). The authority will not verify the information provided by the family until the family's name comes to the top of the list.

The Application Process

All admissions to public housing shall be made on the basis of a personal interview where an application is completed by the applicant family and Housing Authority personnel. The Application for Admission shall constitute the basic legal record of each family applying for admission and shall support the Housing Authority's determinations of eligibility status, priority status, rent, and size of unit for which the applicant is qualified. All supplemental materials pertaining to eligibility shall be considered a part of the application record and carefully recorded. This includes verifications of income and family composition and such other data as may be required. The following conditions shall govern the taking and processing of applications:

1. Applications for the public housing program will be completed during a one on one interview between the applicant family and Housing Authority personnel and shall be maintained on the Housing Authority's computer system. Applicants shall complete and sign the application and certify, subject to civil and criminal penalties, to the accuracy of all statements made therein. The Housing Authority reserves the right to require the signature of any or all adult members of the applicant household.

2. Applicants will be required to submit verification documentation as part of the application process. Applicants will be given a list of required verifications at the time of their interview with designated PHA personnel for the purpose of determining eligibility.
3. Should applicants fail to provide required verification documentation within time frame established by the PHA, their case will be placed in an inactive status and will be required to reapply during the next enrollment period.
4. The Housing Authority reserves the right to suspend application taking when the current supply of completed full applications exceeds the number of families that could be reasonably expected to be housed within the next twelve months.
5. The Housing Authority will normally take applications from a central location which will allow for processing by staff persons knowledgeable of the rules and regulations governing resident selection and assignment, but reserves the right to establish satellite locations for application taking.
6. The Housing Authority reserves the right to establish times for taking applications, including by appointment. The Housing Authority staff may, at its discretion, provide for application interviews outside normal hours when necessary for hardship reasons.
7. Insofar as possible, application interviews shall be conducted in private.
8. Applications shall be updated as applicants report changes in income and family circumstances. All modifications to applications shall be properly documented and the transaction initialed by the staff member making the change.
9. All active applications will be purged no less than once every 12 to 18 months. Notification shall be sent to each applicant informing him/her that unless he/she confirms his/her continued interest, his/her application will be retired from the active file. Returned notification will be attached to the respective application as evidence of unsuccessful effort to locate the applicant. All applicants will be instructed to notify the PHA whenever there is a change in family composition, income, address, and any other factors relative to their eligibility status. Applicants should notify the PHA if he/she no longer desires consideration for public housing.
10. Applicants on waiting lists for any other type of assisted housing will have no special status with respect to the Low-Rent Public Housing Program. Applicants must submit separate applications for other programs. Applicants will not lose their place on any other PHA waiting list should they make an application for "Low-Rent" public housing. This right will be explained to each applicant who might have previously filed an application for a dwelling unit through any other PHA program.

11. The Housing Authority shall maintain such records as are necessary to document the disposition of all applications and to meet Department of Housing and Urban Development audit requirements.

Section 8

Eligibility

The Family's apparent eligibility for placement on the waiting list will be made in accordance with criteria consistent with Federal regulations.

Evidence of Citizenship/Eligible Immigrant Status will not be verified until the family is selected from the waiting list for issuance of a voucher.

Preference factors will not be verified until the family is selected from the waiting list for issuance, unless the family is changing from Non-Preference to claiming a Preference.

The HA will apply the following additional criteria, in addition to the HUD eligibility restrictions, as grounds for denial of admission to the program.

- The family must not have violated any family obligations during a previous participation in the Section 8 program during the past 24 months.

If the HA denies assistance to an applicant with a disability, the applicant may request a review of the family obligation that was violated, if the violation was a result of the disability.

An exception may be granted by the HA if the family member who violated the family obligation is not a current member of the household on the application.

- No Family member may have committed fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program in the last 24 months.
- The Family must have paid, or made satisfactory arrangements to pay, any outstanding debt owed the HA or another HA as a result of prior participation in any federal housing program.

At any time up to final eligibility, the Family may enter into a Repayment Agreement to repay the outstanding debt within 12 months. If the family does not repay the debt in accordance with the terms of the Repayment Agreement, the family is subject to termination from the Section 8 program.

The HA reserves the right, in the case of extreme hardship, to amend the Repayment Agreement in accordance with its procedures. Full documentation of the hardship will be required. In no case will the debt be forgiven.

- No member of the family may have engaged in drug related or violent criminal activity within the past five years for the date of the arrest.

(If either as a result of the standardized inquiry or the receipt of a verifiable referral, there is indication that the family or any family member is engaged in drug-related criminal activity or violent criminal activity, the HA may conduct closer inquiry through police or court records to determine whether the family should be denied admission.)
- No family member may have been evicted from public housing for any reason during the past 24 months.
- No family member may have engaged in or threatened abusive or violent behavior toward HA personnel within the past 24 months.
- The applicant must have properly completed all application requirements.

Failure of an applicant to cooperate with the HA in obtaining verifications will result in the application being declared incomplete.

- Misrepresentation of income, family composition, or any other information affecting eligibility, preference, or unit size will result in the family being declared ineligible. Also, giving false information regarding the applicant's criminal history will cause the family to be declared ineligible.

If misrepresentation is discovered after admission, the family may subsequently be terminated for the Section 8 program, even if the Family meets current eligibility criteria at that time.

- For identification purposes and proof of age, the head of household must provide a picture ID and a copy of each family members' birth certificate, or other acceptable documents. (See Verifications)

Ineligible families

Families who are determined to be ineligible for admission will be notified in writing of the reason for denial and given an opportunity to request an informal review, (or an informal hearing if they were denied due to non-citizen status), based on the HA's Complaints and Appeals procedures.

Selection

Application Pool

The HA will perform the activities which ensure that an adequate pool of qualified applicants will be available so that program funds are used in a timely manner. An adequate pool will be defined as having enough preference holders on the waiting list to fill available slots for a period of at least 12 months.

The waiting list will be maintained in accordance with the following guidelines:

- The application will be a permanent file
- All applicants in the pool will be maintained in order of preference and date and time of application
- All applicants must meet “Very low income” eligibility requirements as established by HUD. Any exceptions to these requirements, other than those outlined in Chapter 2, the HUD Field Office must, have approved “Eligibility for Admission”, previously.

Prohibition of Preferences {24 CFR 982.207}

An applicant will not be granted any preferences if any member of the family has been evicted from any federally assisted housing during the past three years because of drug-related criminal activity.

The HA may grant an exception to such a family if verified through medical and/or police records that:

- The responsible member has successfully completed a HA approved rehabilitation program, (such as “Mothers Making a Change”)
- The evicted person was not involved in the drug related activity that caused the eviction
- The evicted person is no longer involved in any drug related criminal activity.

If an applicant makes a false statement in order to qualify for a preference, the HA will deny admission to the program.

Preference Categories

The HA’s system of Preferences is designed to meet local objective in choosing among applicants.

All admission preferences will be established and administered in accordance with Fair Housing Requirements and HUD implementing regulation as cited in CFR 982.20(g).

Preferences will be consistent with HUD’s affirmative fair housing objective in not discriminating against families or family members on the basis of race, color, religion, sex, national origin, age, familial status or disability.

The HA’s preferences will not be in conflict with the local Comprehensive Housing Affordability Strategy (CHAS) for the City of Carrollton.

Applicants may claim a preference:

- When they initially apply for admission

- At any time while on the waiting list

Notification to Applicants

The HA will inform all applicants about the available preferences by means of public notices published in the local newspaper, displayed at the HA and other public bulletin boards, notifications to Social Services agencies, and in written material given to families upon request and/or at the time of application.

Preference Ranking

<u>Preference</u>	<u>Point Value</u>
◆ Resident in City of Carrollton	6
◆ Resident in Carroll County	4
◆ Resident in State of Georgia	2
◆ Homeless or displaced due to domestic violence	1
◆ Currently living in substandard housing	1

Initial Determination of Preference Qualification {24 CFR 982.210 (c)(3)}

At the time of application, an applicant’s entitlement to a Preference may be made on the basis of:

- An applicant’s certification that they qualify for a preference. When the family is selected from the waiting list for the final determination of eligibility, the preference will be verified. (For preferences other than Displaced by City of Carrollton Code Enforcement)

Once the HA has verified an applicant’s qualification for a preference, the HA need not require the applicant to provide information needed by the HA to verify such qualifications again unless:

- The HA determines re-verification is desirable because a long time has passed since verification; or
- The HA has reasonable grounds to believe that the applicant no longer qualifies for the preference.

If the preference verification indicates that an applicant does not qualify for the preference, the applicant will be returned to the waiting list and ranked without the preference and given an opportunity for a meeting.

If, at the time the family applies, the preference was the only reason for placement of the family on the list and the family cannot verify preference eligibility as of the date of application, the family will be removed from the list.

If HUD awards a HA program funding that is targeted for specifically named families, the HA will admit these families under a Special Admission procedure.

Special admissions families will be admitted outside of the regular waiting list process. They do not have to qualify for any preferences, nor are they required to be on the program waiting list.

The following are HUD may designate examples of types of program funding that for families living in a specified unit:

- A family displaced because of demolition or disposition of a public or Indian housing project
- A family residing in a multifamily rental housing project when HUD sells, forecloses or demolishes the project
- For housing covered by the Low Income Housing Preservation and Resident Homeownership Act of 1990
- A family residing in a project covered by a project based Section 8 HAP contract at or near the end of the HAP contract term
- A non-purchasing family residing in a HOPE 2 or HOPE 2 project

Targeted Funding

When HUD awards special funding for certain family types, families who qualify are placed on the regular waiting list. When a specific type of funding becomes available, the waiting list will be searched for the first available family meeting the targeted funding criteria.

Preference Eligibility {24 CFR 982.210 (c)(3-4)}

Change in Circumstances

Changes in an applicant's circumstances while on the waiting list may affect the family's entitlement to a preference. Applicants are required to notify the HA in writing when their circumstances change. When an applicant claims an additional preference, he/she will be placed on the waiting list in the proper order of their newly claimed preference after providing written verification of such preference.

Preference Denial {24 CFR 982.210 (d)}

If the HA denies a preference, the HA will notify the applicant in writing of the reasons why the preference was denied and offer the applicant an opportunity for a meeting. If the preference denial is up held, as a result of the meeting, or the applicant does not request a meeting, the applicant will be placed on the waiting list without benefit of the preference.

If it is determined that the applicant falsified documents or made false statements in order to qualify for any Preference, the applicant will be removed from the Waiting List.

Applicants may exercise other rights if they believe they have been discriminated against on the basis of race, color, religion, sex, national origin, age, disability, or familial status through HUD, Fair Housing, or legal action.

Removal from Waiting List and Purging {24 CFR 982.204 (c)}

If an applicant fails to respond to the first mailing from the HA with respect to the family's preference, the applicant will be sent a notification of removal from the waiting list and given ten days to contact the HA. If the applicant fails to respond within that time frame, he/she will be removed from the waiting list. An extension will be considered as an accommodation, if required by a person with a disability. If a letter is returned by the Post Office for erroneous address, the applicant will be removed without further notice and the envelope and letter will be maintained in the file.

A mailing to all applicants to ensure that the waiting list is current and accurate will periodically purge the waiting list. The mailing will ask for current information and confirmation of continued interest.

The same notice guidelines as stated previously will be used for failure to respond to this mailing

Notices will be made available in accessible format upon the request of a person with a disability.

2. Financial Resources

The table below lists the Carrollton Housing Authority's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the Authority, as well as tenant rents and other income available to support public housing and Section 8 in Fiscal Year 2010. The Capital Fund amount for FY2009 is the unobligated amount as of 12/31/2009.

Funding Source	Amount	Use
FY2010 PH Operating Fund	\$1,042,000	PH Operations
FY2010 Capital Fund Program	\$490,044	Modernization
FY2009 Capital Fund Program	\$490,044	Modernization
Section 8 Housing Choice Voucher	\$900,000	HCV Operations
ROSS Grants	\$319,951	Self-Sufficiency
Public Housing Dwelling Rent	\$325,400	PH Operations
Interest	\$12,000	PH Operations
Other Income	\$25,000	PH Operations
Total	\$3,604,439	

3. Rent Determination

Public Housing

1. Determining the Total Tenant Payment is a two-step process. Total Tenant Payment for families whose initial lease is effective on or after August 1, 1982, shall be the highest of the following rounded to the nearest dollar:
 - a. 30 percent of monthly Adjusted Income; or
 - b. 10 percent of Monthly Income;
 - c. The welfare rent, if applicable.
 - d. A minimum rent amount of \$50.

After the highest amount has been determined above, that number is compared to the flat rent of the unit size that is or will be occupied by the family, and the lower of the amount determined above or the flat rent is the Total Tenant Payment.

2. Total Tenant Payment does not include charges for excess utility consumption or other miscellaneous charges, such as maintenance charges, late charges, etc.

Section 8

1. Family Share of Rent

Family share of rent shall be calculated based on:

- a. 30% of the monthly adjusted income of the family; or,
- b. 10% of the monthly income of the family; or,
- c. If the family is receiving payments for welfare assistance from a public agency and a part of those payments, adjusted in accordance with the actual housing costs of the family, is specifically designated by that agency to meet the housing costs of the family, the portion of those of those payments that is so designated.

2. Minimum Rental Amount

The Housing Authority shall require families to pay a minimum monthly rental amount of \$50. This minimum rent shall include any amount allowed for utilities.

3. Exemption for Hardship Circumstances

The Housing Authority shall immediately grant an exemption from application of the minimum monthly rental amount to any family unable to pay such amount because of financial hardship, which shall include situations in which:

- a. The family has lost eligibility for or is awaiting an eligibility determination for a federal, state, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996;
- b. The family would be evicted as a result of the imposition of the minimum rent requirement;
- c. The income of the family has decreased because of changed circumstances, including loss of employment;
- d. A death in the family has occurred.

If a resident requests a hardship exemption and the Housing Authority reasonably determines the hardship to be of a temporary nature, an exemption shall not be granted during the 90-day period beginning upon the making of a request for the exemption. A resident shall not be evicted during the 90-day period for non-payment of rent. In such a case, if the resident thereafter demonstrates that the financial hardship is of a long-term basis, the Housing Authority shall retroactively exempt the resident from applicability of the minimum rent requirement for such 90-day period.

4. **Operation and Management**

The Authority has a staff of maintenance mechanics which provide general maintenance services at each site to help ensure the units are kept in good working order. If a resident needs an item repaired, they are asked to call the management office and place a work order. Once the work order is entered, a maintenance mechanic will go to the unit to repair the item. If the need for repair was not caused by the resident, then the Authority does not charge the resident. If the resident caused the repair, then they are charged according to the Maintenance Charge List on file at the office.

The Authority also has a preventative maintenance schedule in which items such as filters for the HVAC systems are changed out on a regular basis.

The Authority also has a pest control plan in which each unit is sprayed once a month to help control pest infestation.

CHA also has many policies which management uses to operate the Agency on a daily basis. These polices are listed below:

Personnel	Procurement	Pet
Admissions and Continued Occupancy (LIPH)		
Administrative Plan (HCV)		
Grievance	Disposition	Capitalization
Domestic Violence	Investment	

5. Grievance Procedures

PURPOSE

This grievance procedure has been adopted to provide a forum and procedure for residents to seek the just, effective and efficient settlement of grievances against the Carrollton Housing Authority (CHA).

GOVERNING LAW

The law governing this grievance procedure is section 6(k) of the U.S. Housing Act of 1937 (42 U.S.C. sec. 1437d (k) and subpart B of 24 CFR part 966 (24 CFR secs. 966.50 - 966.57).

APPLICABILITY

In accordance with applicable federal regulations, this grievance procedure shall be applicable to all individual grievances (as defined in Section IV below) between a resident and the HA with the following two (2) exceptions:

- A. This grievance procedure is not applicable to disputes between residents not involving the HA, or to class grievances involving groups of residents. Also, this grievance procedure is not intended as a forum for initiating or negotiating policy changes between residents, or groups of residents, and the HA's Board of Commissioners.
- B. HUD has issued a due process determination that the law of the State of Georgia requires that residents be given the opportunity for a hearing in court that provides the basic elements of due process (as defined in Section IV below) before eviction from a dwelling unit. Therefore, the HA has elected to determine that this grievance procedure shall not be applicable to any termination of tenancy or eviction that involves:
 - (1) Any activity that threatens the health, safety, or right to peaceful enjoyment of the premises of other residents or employees of HA; or
 - (2) Any drug-related criminal activity on or off such premises.

Any termination of tenancy or eviction that does fall into one of these two categories shall be handled within the confines of the Expedited Grievance Procedure, which is set forth in Section XII below.

DEFINITIONS

The following definitions of terms shall be applicable to this grievance procedure:

- A. **Grievance:** Any dispute which a resident may have with respect to an action or a failure to act by HA in accordance with the individual resident's lease or HA regulations, which adversely affects the individual resident's rights, duties, welfare, or status.
- B. **CFR:** The code of federal regulations that contains the federal regulation governing this grievance procedure.
- C. **Complainant:** Any resident (as defined in this section below) whose grievance is presented to the Central Office of the HA, P.O. Box 627, Carrollton, GA, 30117, in accordance with the requirements set forth in this procedure.
- D. **Drug-related criminal activity:** The illegal manufacture, sale, distribution, use or possession with intent to manufacture, sale, distribute, or use of a controlled substance as defined in sec. 102 of the Controlled Substances Act (21 U.S.C. sec 802), as from time to time amended.
- E. **HA or "Housing Authority":** The Housing Authority, a body corporate organized and existing under the laws of the State of Georgia.
- F. **Elements of due process:** The following procedural safeguards are required to be followed in an eviction action or a termination of tenancy in a state or local court:
 - (1) Adequate notice to the resident of the grounds for terminating the tenancy and for eviction;
 - (2) Right of the resident to be represented by counsel;
 - (3) Opportunity for the resident to refute the evidence presented by the HA, including the right to confront and cross examine witnesses and to present any affirmative legal or equitable defense which the resident may have;
 - (4) A decision on the merits.
- G. **Hearing Officer:** An impartial person selected in accordance with 24 CFR Sec 966.55 and this grievance procedure to hear grievances and render decisions with respect thereto.

- H. **Hearing Panel:** A three-member panel composed of impartial persons, selected in accordance with 24 CFR Sec. 966.55 and this procedure to hear grievances and render decisions with respect thereto.
- I. **HUD:** The United States Department of Housing and Urban Development.
- J. **Notice:** As used herein, the term notice shall, unless otherwise specifically provided, mean written notice.
- K. **The “Regulations”:** The HUD regulations contained in subpart B of 24 CFR part 966.
- L. **Resident Organization:** An organization of residents, which includes any Resident Management Corporation and specifically includes the Resident Organization.
- M. **Resident:** The adult person (or persons) other than a live-in aide:
 - (1) Who resides in the unit and who executed the lease with the PHA as lessee of the dwelling unit, or, if no such person resides in the unit
 - (2) The person who resides in the unit and who is the remaining head of the household of the resident family residing in the dwelling unit.
- N. **Business Days:** Monday through Friday of each week, except for legal holidays recognized by the federal government.

INCORPORATION IN LEASES

This grievance procedure shall be incorporated by reference in all public housing dwelling leases between residents and the HA, whether or not so specifically provided in such leases.

INFORMAL SETTLEMENT OF GRIEVANCES

- A. **Initial Presentation.** Any grievance must be presented, in writing to the HA’s Central Office, P.O. Box 627, Carrollton, GA, 30117, within five (5) business days after the occurrence of the event giving rise to the grievance.
- B. **Informal Settlement Conference.** If the grievance is not determined by the HA to fall within one of the two exclusions mentioned in Section III B (1 and 2) above, then the HA shall, within five (5) business days after the initial presentation of the grievance to informally discuss the grievance with the complainant or his representative(s) in an attempt to settle the grievance without the necessity of a formal hearing. If the informal settlement conference cannot occur at the time the grievance is initially presented by the complainant, then the complainant shall be promptly notified in writing of the time and place for the informal settlement conference.

- C. **Written Summary.** Within five (5) business days after the informal settlement conference, a summary of the informal discussion shall be prepared by the HA and a copy thereof shall be provided to the complainant. The summary shall be in writing and shall specify the names of the participants in the discussion, the date of the discussion, the nature of the proposed disposition of the grievance, and the specific reasons for such disposition. This written summary shall also specify the procedures by which the complainant may obtain a formal hearing if not satisfied by the proposed disposition of the grievance. A copy of the written summary shall also be placed in complainant's file.

FORMAL GRIEVANCE HEARING

The following procedures apply to the request for a formal grievance hearing under this grievance procedure:

- A. **Request for Hearing:** If the complainant is not satisfied with the results of the informal settlement conference, the complainant must submit a written request for a formal hearing to HA's Central Office, P.O. Box 627, Carrollton, GA, 30117, no later than five (5) business days after the date complainant receives the summary of discussion delivered as required under Section VI above. Complainant's written request for a formal hearing must specify:
- (1) The reasons for the grievance;
 - (2) The action or relief sought by the complainant; and
 - (3) If the complainant so desires, a statement setting forth the times at which the complainant shall be available for a hearing during the next ten (10) business days;
 - (4) Complainant's preference, if any, concerning whether the grievance should be heard by a single hearing officer or by a hearing panel;
 - (5) If the complainant has failed to attend an informal discussion conference, a request that the hearing officer or panel waive this requirement.
- B. **Failure to Request Hearing:** If the complainant fails to request a hearing within five (5) business days after receiving the written summary of the informal settlement conference, the HA's decision rendered at the informal hearing becomes final and the HA is not thereafter obligated to offer the complainant a formal hearing.

SELECTION OF HEARING OFFICER OR PANEL

All grievance hearings shall be conducted by an impartial person or persons appointed by the HA after consultation with resident organizations, in the manner described below:

- A. The permanent appointments of persons who shall serve as hearing officers and hearing panel members shall be governed by the following procedures:
- (1) The HA shall nominate a slate of persons to sit as permanent hearing officers or hearing panel members. These persons may include, but shall not be necessarily limited to, members of the HA Board of Commissioners, HA staff members, residents, or other responsible persons in the community. No persons shall be listed on the slate of members unless such person has consented to serve as a hearing officer or on a hearing panel.
 - (2) The slate of potential appointees shall be submitted to the Resident Organization for written comments. Written comments from the resident organization shall be considered by the HA before appointments are finally made. Objection to the appointment of a person as a hearing officer or panelist must be considered but is not dispositive as to the proposed appointment with respect to which objection is made.
 - (3) On final appointment, the persons appointed and the Resident Organization shall be informed in writing of the appointments. A list of all qualified hearing officers and panelists shall be kept at the Central Office of the HA and be made available for public inspection at any time.

The persons who have agreed to serve as hearing panelists for grievances brought under this procedure are listed on Exhibit I attached hereto and hereby incorporated herein by reference. Additional appointments shall be made in the manner set forth in this section.

- B. The designation of hearing officers or panel members for particular grievance hearing shall be governed by the following provisions:
- (1) All hearings shall be held before a single hearing officer unless the complainant (at the time of the initial request for the hearing) or the HA requests that the grievance should be heard by a hearing panel.
 - (2) Appointments to serve as a hearing officer or panelist with respect to a particular grievance shall be made by the HA in random order, subject to availability of the hearing officer or panelist to serve in each such case. The HA may employ any reasonable system for random order choice.
 - (3) No member of the HA Board of Commissioners or staff may be appointed as hearing officer or panelist in connection with the

grievance contesting an action which was either made or approved by proposed appointee, or which was made or approved by a person under whom the proposed appointee works or serves as a subordinate.

- (4) No person shall accept an appointment, or retain an appointment, once selected as a hearing officer or hearing panelist, if it becomes apparent that such person is not fully capable of impartiality. Persons who are designated to serve as hearing officers or panelists must disqualify themselves from hearing grievances that involve personal friends, relatives, persons with whom they have any business relationship, or grievances in which they have some personal interest. Further, such persons are expected to disqualify themselves if the circumstances are such that a significant perception of partiality exists and is reasonable under the circumstances. If a complainant fails to object to the designation of the hearing officer or panelists on the grounds of partiality, at the commencement or before the hearing, such objection is deemed to be waived, and may not thereafter be made.

In the event that a hearing officer or panel member fails to disqualify himself or herself as required in this grievance procedure, the HA shall remove the panel member or officer from the list of persons appointed for such purposes, invalidate the results of the grievance hearing in which such person should have, but did not, disqualify himself or herself, and schedule a new hearing with a new hearing panel or officer.

SCHEDULING OF HEARINGS

- A. **Hearing Prerequisites:** A complainant does not have a right to a grievance hearing unless the complainant has satisfied the following prerequisites to such a hearing:
 - (1) The complainant has requested a hearing in writing.
 - (2) The complainant has completed the informal settlement conference procedure or has requested a waiver for good cause.
 - (3) If the matter involves the amount of rent which the HA claims is due under the complainant's lease, the complainant shall have paid to the HA an amount equal to the amount due and payable as of the first of the month preceding the month in which the complained of act or failure to act took place. And, in the case of situations in which hearings are, for any reason delayed, the complainant shall thereafter, deposit the same amount of the monthly rent in an escrow account monthly until the complaint is resolved by decision of the hearing officer or hearing panel. Unless waived by the HA in writing, no waiver shall be given by the HA except in cases of extreme and undue hardship to the

complainant, determined in the sole and absolute discretion of the HA.

B. Time, Place, Notice

- (1) Upon complainant's compliance with the prerequisites to a hearing set forth above, a hearing shall be scheduled by the hearing officer or hearing panel promptly for a time and place reasonably convenient to both the complainant and the HA, no later than the tenth (10th) business day after complainant has completed such compliance. (In the case of a panel, if all three appointed members of the panel are not able to agree upon a date and time convenient to all panelists, on or before the last date before the hearing permitted under this procedure, they shall immediately so inform the HA. If two panelists can agree upon a date and time, the HA shall reappoint a third panelist who shall be available at the time agreed upon by two who can agree. If none of the panelists can agree upon a time, a new panel shall be appointed).
- (2) A written notification specifying the time, place, and the procedures governing the hearing shall be delivered to the complainant and the appropriate HA official, who, unless otherwise designated, shall be the Executive Director.

PROCEDURES GOVERNING HEARINGS

A. Fair Hearings

The hearings shall be held before a hearing officer or hearing panel as directed above in Section VIII. The complainant shall be afforded a fair hearing, which shall include:

- (1) The opportunity to examine before the hearing any HA documents, including records and regulations that are directly relevant to the hearing.

The complainant shall be allowed to copy any such document at the complainant's expense. If the HA does not make the document available for examination upon request by the complainant, the HA may not rely on such document at the grievance hearing.

- (2) The right to be represented by counsel or other person chosen as the complainant's representative and to have such person make statements on the complainant's behalf.
- (3) The right to a private hearing unless the complainant requests a public hearing. The right to present evidence and arguments in support of the complainant's complaint, to controvert evidence relied on by the HA and to confront and cross-examine all

witnesses upon whose testimony or information the HA or its management relies.

- (4) A decision solely and exclusively upon the facts presented at the hearing.

B. Prior Decision in Same Matter

The hearing panel or officer may render a decision without proceeding with the hearing if they determine that the issue has been previously decided in another proceeding.

C. Failure to Appear

If the complainant or the HA fails to appear at a scheduled hearing, the hearing officer or hearing panel may make a determination to postpone the hearing for a period not to exceed five (5) business days, or may make a determination that the party failing to attend has waived the right to a hearing. In such event, the hearing officer or hearing panel shall notify the complainant and the HA of the determination.

The failure to attend a grievance hearing shall not constitute a waiver of any right for which the complainant may have to contest HA's disposition of the grievance in an appropriate judicial proceeding.

D. Required Showing of Entitlement to Relief

At the hearing, the complainant must first make a showing of an entitlement to the relief sought and thereafter the HA must sustain the burden of justifying HA's action or failure to act against which the complainant is directed.

E. Informality of Hearing

The hearing shall be conducted informally by the hearing officer or hearing panel, and oral or documentary evidence pertinent to the facts and issues raised by the complaint may be received without regard to admissibility under the rules of evidence applicable to judicial proceeding.

F. Orderly Conduct Required

The hearing officer or hearing panel shall require the HA, the complainant, counsel, and other participants or spectators, to conduct themselves in an orderly fashion. Failure to comply with the directions of the hearing officer or hearing panel to obtain order may result in exclusion from the proceedings or in a decision adverse to the interests of the disorderly party and granting or denial of the relief sought, as appropriate.

G. Transcript of Hearing

The complainant or the HA may arrange in advance, and at the expense of the party making the arrangement, for a transcript of the hearing. Any interested party may purchase a copy of such transcript.

H. Accommodation to Handicapped Persons

The HA must provide reasonable accommodations for persons with disabilities to participate in grievance hearings. Reasonable accommodations may include qualified sign language interpreters, readers, accessible locations, or attendants.

DECISION OF THE HEARING OFFICER OR HEARING PANEL

At or subsequent to the completion of the grievance hearing, the hearing officer or panel shall make a determination as to the merits of the grievance and the following provisions shall govern:

A. Written Decision

The hearing panel or officer shall prepare a written decision, together with the reasons for the decision within ten (10) business days after the completion of hearing

- (1) A copy of the decision shall be sent to the complainant and the HA. The HA shall retain a copy of the decision in the complainant's file.
- (2) A copy of such decision, with all names and identifying references deleted, shall also be maintained on file by the HA and made available for inspection by any prospective complainant, his representative, or the hearing panel or hearing officer.

B. Binding Effect

The written decision of the hearing officer or hearing panel shall be binding upon the HA, which shall take all actions, or refrain from any actions, necessary to carry out the decision unless HA's Board of Commissioners determines, within ten (10) business days, and properly notifies the complainant of its determination, that:

- (1) the grievance does not concern HA action or failure to act in accordance or involving the complainant's lease, or HA's regulations, which adversely affect the complainant's rights, duties, welfare or status, or
- (2) the decision of the hearing officer or hearing panel is contrary to applicable Federal, State, or local law, HUD regulations or requirements of the Annual Contributions Contract between HUD and the HA.

C. Continuing Right of Complainant to Judicial Proceedings

A decision by the hearing panel or officer or Board of Commissioners in favor of the HA or which denies the relief requested by the complainant, in whole or in part, shall not constitute a waiver of, nor affect in any way the rights of the complainant to a trial or judicial review in any judicial proceedings, which may thereafter be brought in the matter.

EXPEDITED GRIEVANCE PROCEDURE

A. The expedited grievance procedure shall apply only to those grievances concerning a termination of tenancy or eviction that involves:

- Any criminal activity that threatens the health, safety or right to peaceful enjoyment of the premises by other tenants or employees of the HA, or
- Any drug-related criminal activity on or near the HA's premises.

B. When the PHA notifies the tenant of a termination of tenancy or eviction that involves the above referenced violations, the HA shall also include in that notice that any grievance hearing requests shall be in accordance with the expedited grievance procedure.

C. The complainant shall have five (5) business days from the date of the notice in which to file a written request for a hearing to the HA. The written request shall specify:

- The reasons for the grievance; and,
- The action or relief sought.

D. The complainant shall not have the grievance informally discussed as outlined in Section VI of this policy.

E. Within 24 hours of receipt by the HA of the complainant's request for a hearing, the Executive Director or designee shall notify the Resident Organization(s) of his/her selection of a hearing officer or hearing panel. The Resident Organization(s) shall have five (5) business days from the date of the notice to submit comments as to the selection of the hearing officer or hearing panel. Upon expiration of the five-(5) business day comment period, the Executive Director or designee shall have one (1) business day to review the comments and make a final selection as to the member(s) of the hearing officer or hearing panel.

F. Upon complainant's compliance with subsection C of this section, a hearing shall be scheduled by the hearing officer or hearing panel promptly for a time and place reasonably convenient to both the complainant and the PHA, not in excess of five (5) business days of the selection of the hearing officer or hearing panel.

A written notification specifying the time, place and the procedures governing the hearing shall be delivered to the complainant and the appropriate HA official.

NOTICES

All notices under this grievance procedure shall be deemed delivered:

- (1) upon personal service thereof upon the complainant or an adult member of the complainant's household;
- (2) upon the date receipted for or refused by the addressee, in the case of certified or registered U.S. Mail; or
- (3) on the second day after the deposit thereof for mailing, postage prepaid, with the U.S. Postal Service, if mailed by first class mail other than certified or registered mail.

If a resident is visually impaired, any notice hereunder delivered to such resident shall be in an accessible format.

MODIFICATION

This grievance procedure may not be amended or modified except by approval of a majority of the Board of Commissioners of the HA, present at a regular meeting or a special meeting called for such purposes. Further, in addition to the foregoing, any changes proposed to be made to this grievance procedure must provide for at least thirty (30) days advance notice to residents and resident organizations, setting forth the proposed changes and providing an opportunity to present written comments. The comments submitted shall be considered by the HA, before final adoption of any amendments hereto.

MISCELLANEOUS

- A. **Captions:** Captions or paragraph headings set forth in this grievance procedure are for convenience of reference only and shall not be construed or interpreted to affect the substance of the paragraphs or sections so captioned.
- B. **Concurrent Notice:** If a resident has filed a request for a grievance hearing hereunder in a case involving HA's notice of termination of tenancy, the complainant should be aware that the state law notice to vacate and the notice of termination of tenancy required under Federal law run concurrently. Therefore, if the hearing officer or hearing panel upholds HA's action to terminate the tenancy, the HA may commence an eviction action in court upon the sooner of the expiration of the date for termination of tenancy and vacation of premises stated in the notice of termination delivered to complainant, or the delivery of the report of decision of the hearing officer or panel to the complainant.

6. Designated Housing for Elderly and Disabled Families

The Carrollton Housing Authority does not plan to designate any additional public housing specifically for elderly and/or disabled occupancy in the upcoming fiscal year.

7. Community Service and Self-Sufficiency

The Authority has implemented many resident programs over the last few years. These include Neighborhood Networks, Elderly/Disabled Services Program, Family Self-Sufficiency, Neighborhood Stabilization, ROSS, and Youth Services.

Neighborhood Networks - Through collaboration with the Carrollton City School System, the City of Carrollton Housing Authority, the City of Carrollton, and the Carrollton City Schools Educational Foundation the EMPOWERLINK system now operates in the homes of public housing residents. The EMPOWERLINK system, the only school-to-home computer network of its kind in the nation, links public housing apartments directly to the City of Carrollton School System Network through the city's fiber optic cable. With the first phase now complete, approximately 35 homes with school-age children are closer to closing the educational gap between the "haves" and "have-nots" through technological resources. These resources include home computers, the Carrollton City Schools network of learning tools and software, and access to the Internet.

Elderly/Disabled Services Program - The Carrollton Housing Authority Elderly/Disabled Services Program provides services to all elderly, handicapped, and disabled residents. The program offers weekly and monthly events to residents in Elder Circle, Alabama Circle, Griffin Homes, Ingram Homes, and Thomas Homes. A monthly calendar of events and newsletter are distributed at the beginning of each month. Weekly newspaper distributions are provided for residents every Monday. Bread and pastries are distributed weekly to each neighborhood on an alternating schedule. The following is a sample of weekly/monthly activities:

*Shopping/Lunch: Wednesdays 1:30-3:30pm

*Exercise Days (see calendar for dates and times)

*Computer Classes: 1st and 3rd Tuesday at Griffin Homes Neighborhood Networks Center 3:00pm

2nd and 4th Tuesday at Thomas Homes Achievement Center 3:00pm

*Educational and Fun Field Trips

*Picnics and Fellowship

*Recreational Activities: Arts & Crafts, Bingo, Cards, and Quilting

The program also provides various other services and programs for all elderly, handicapped, and disabled residents.

Family Self-Sufficiency - The Carrollton Housing Authority Family Self-Sufficiency (FSS) program is designed to prepare residents for economic self-sufficiency. Over 2-5 years participants will take the necessary steps for economic independence. All residents will work closely with a case manager to map out goals that will aid them in becoming more independent. The FSS case managers will also connect the participants with the

necessary community resources to help them complete their goals, as well as help provide supportive services.

Neighborhood Stabilization - The Neighborhood Stabilization Program (NSP) will provide emergency assistance to state and local governments to acquire and redevelop foreclosed properties that might otherwise become sources of abandonment and blight within their communities. Carrollton-Carroll County has received \$2.6 million from the Georgia Department of Community Affairs to acquire foreclosed residential real estate. After purchase and improvement, the properties will be sold to buyers who are eligible to participate in the Neighborhood Stabilization Program.

ROSS - The ROSS (Resident Opportunities for Self Sufficiency) Program is a public housing program and is funded by the Department of Housing and Urban Development. It is designed to provide programs for Housing Authority residents that are not funded by the normal operating budget. These Programs are designed to provide a variety of programs and supportive services necessary to transition families from welfare to work with the ultimate goal being homeownership.

Youth Services - Youth Services Program is sponsored by the West Central Georgia Workforce Investment Board. The West Central Georgia Workforce Investment Area is comprised of Butts, Carroll, Coweta, Heard, Lamar, Meriwether, Pike, Spalding, Troup, and Upson counties. The West Central Georgia Workforce Investment Board provides oversight for workforce investment activities. The Purpose of the program is to provide training and work opportunities for economically disadvantaged youth ages 15 -21 who live in the Carroll County Area.

In accordance with Federal Regulations, all non-exempt residents are required to perform eight (8) hours of community service each month. Exempt residents include all elderly and disabled residents and all residents under the age of 18. All employed residents are also exempt. The Authority maintains a log of community service documenting the hours performed by each non-exempt resident.

8. Safety and Crime Prevention

For the most part, the Authority does not have a major crime and safety problem at any of its' developments. The Authority works closely with the local police department when a crime does happen on one of the properties. Monthly crime reports are given to the Authority by the Carrollton Police Department.

9. Pets

Purpose

In compliance with Section 227 of Title II of the Housing and Urban-Rural Recovery Act of 1983, and with 24 CFR Parts 5, 243, 842, and 942, Final Rule, the Carrollton Housing Authority will permit residents of all housing projects built either for occupancy by the elderly and persons with disabilities or family residents, to own and keep common

household pets in their apartment. This policy sets forth the conditions and guidelines under which pets will be permitted. This policy is to be adhered to at all times.

The purpose of the policy is to ensure that pet ownership will not be injurious to persons or property, or violate the rights of all tenants to clean, quiet, and safe surroundings.

Common Household Pets are Defined as Follows:

Birds: Including canary, parakeet, finch and other species that are normally kept caged; birds of prey and domestic fowl are not permitted.

Fish: Tanks or aquariums are not to exceed 20 gallons in capacity. Poisonous or dangerous fish are not permitted. Only one (1) tank or aquarium is permitted per apartment.

Dogs: Not to exceed twenty (20) pounds or twenty (20) inches. All dogs must be neutered or spayed.

Cats: All cats must be neutered/spayed and declawed.

Other: Upon approval of the Executive Director

At no time will the Carrollton Housing Authority approve of exotic pets such as snakes, monkeys, rodents, etc.

Registration

Every pet must be registered with the Carrollton Housing Authority's management prior to moving into the building and updated annually thereafter at the time of reexamination. The pet owner must be a member of the resident's household. The resident's file shall include the following documents (said documents shall be filed along with the resident's lease as they are part of the lease by reference):

- a. Pet owners registration form completely filled out and signed by the pet owner and witnessed by a representative of the Authority.
- b. A copy of these pet rules signed by the pet owner and witnessed by a Carrollton Housing Authority representative and properly dated.
- c. A certificate signed by a licensed veterinarian, State and local authority, stating that the pet has received all inoculations required by the State and local law, if applicable (dogs, cats).
- d. Proof of current license, if applicable (dogs, cats).
- e. Identification tag bearing the owner's name, address, and phone number (dogs, cats.)
- f. Proof of neutering/spaying and/or declawing, if applicable (dogs, cats.)
- g. Photograph (no smaller than 3x5) of pet or aquarium.
- h. The name, address, and phone number of a responsible party that will care for the pet if the owner becomes temporarily incapacitated.
- i. Fish - size of tank or aquarium.

Density of Pets

Only one (1) four-legged, warm-blooded pet will be allowed per apartment. Only two (2) birds will be allowed per apartment. The Carrollton Housing Authority only will give final approval on type and density of pets.

Visitors and Guests

No visitor or guest will be allowed to bring pets on the premises at anytime. Residents will not be allowed to Pet Sit or House a Pet without fully complying with this policy.

Feeding or caring for stray animals is prohibited and will be considered keeping a pet without permission.

Pet Restraints

- a. All dogs must be on a leash when not in the owner's apartment. The leash must be no longer than six (6) feet.
- b. Cats must be in a caged container when taken out of the owner's apartment.
- c. Birds must be in a cage when inside of the resident's apartment or entering or leaving the building.
- d. Any city, county or state rules governing the leashing of animals shall also apply.

Sanitary Standards and Waste Disposal

- a. Covered litter boxes must be provided for cats with use of odor-reducing chemicals.
- b. Dogs must be provided with a pet bed or box.
- c. Fur-bearing pets must wear effective flea collars at all times. Should extermination become necessary, cost of such extermination will be charged to pet owner.
- d. Dogs and cats shall not excrete anywhere within the building.
- e. Pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances where damages occur to Authority property due to pet or removal of pet feces by staff.
 1. All pet waste must be placed in a plastic bag and tied securely to reduce odor and placed in designated garbage dumpster outside of the building.
 2. Tenants with litter boxes must clean them at a minimum once per week. Noncompliance may result in removal of the pet. The Housing Authority reserves the right to impose a mandatory twice weekly litter box cleaning depending on need. Litter box garbage

shall be placed in a plastic bag and deposited outside the building in the garbage dumpster.

3. Pet owners are never to dispose of pet waste in the trash chutes in the buildings.
- f. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. Pet owner's apartments may be subject to inspections once a month.

General Rules

The resident agrees to comply with the following rules imposed by the Carrollton Housing Authority:

- a. No pet shall be tied up anywhere on Authority property and left unattended for any amount of time. Pets shall be confined to the yard area that makes up the pet owners yard for exercise and deposit of waste, except, when routes to and from pet owners yard or apartment shall be on a sidewalk that has an area between the sidewalk and the street and any area adjacent to said sidewalk and street that does not have an apartment that belongs to another tenant, such area shall be known as community area.
- b. Pet owners will be required to make arrangements for their pets in the event of vacation or hospitalization.
- c. Dog houses are not allowed on Authority property.
- d. When outside, all pets must be accompanied by the resident owner of his/her designee.

No Pet Areas

At no time will pets be allowed in any public area such as community buildings, laundry rooms, sitting rooms, etc. Pets should only be in the lobby when entering or leaving the building.

Pet Rule Violation and Pet Removal

- a. If it is determined on the basis of objective facts, supported by written statement, that a pet owner has violated a rule governing the pet policy, the Carrollton Housing Authority shall serve a notice of pet rule violation on the pet owner. Violation of this policy will be considered as a violation of the lease agreement and the resident will be subject to such actions as prescribed in the lease agreement or violations of said agreement.
- b. If a pet poses a nuisance such as excessive noise, barking, or whining which disrupts the peace of other residents, owner will remove the pet from premises upon request of management within forty-eight (48) hours. Nuisance complaints regarding pets are subject to immediate inspections.

- c. If a pet poses a threat to the health or safety of other residents, the owner will remove the pet from the premises upon request of management within twenty-four (24) hours.
- d. If a pet owner becomes unable either through hospitalization or illness to care for the pet and the person so designated to care for the pet in the pet owner's absence refuses or is unable physically to care for the pet, after, said twenty-four (24) hour limitation. The Carrollton Housing Authority can officially remove the pet. The Authority accepts no responsibility for pets so removed.

Owners Responsibilities

- a. Pet owners shall assume full responsibility for any vicious or destructive act by the pet.
- b. Pet owners shall be responsible for abiding by all federal, state and local laws and regulations as they may be changed from time to time.
- c. Pet owners agree to immediately remove an animal which has been determined to be vicious by Management until such time as a decision may be reached by agreement of by a grievance hearing.

Grievance

Management and tenant agree to utilize the Grievance Procedure described in the Lease Agreement to resolve any dispute between tenant and management regarding a pet.

Pet Fee

A nonrefundable "Pet Fee" will be required for dogs and cats only, however, all pet owners must comply with registration rules for all other pets. The "Pet Fee" must be paid in advance and is to be used to pay reasonable expenses directly attributable to the presence of the pet in the project including, but not limited to, the cost of repairs and replacements to, and fumigation of, the tenant's dwelling unit. The amount of the "Pet Fee" will be \$300.

Non-Commercial Provisions

No pet shall be raised, bred, kept, or trained for any commercial purpose.

Exceptions

This policy does not apply to animals that are used to assist persons with disabilities. This exclusion applies to animals that reside in the development exclusively for the elderly or persons with disabilities, as well as animals used to assist persons with disabilities that visit the development. Pets used for the purpose of aiding residents with disabilities must have appropriate certification. The Authority shall maintain a list of agencies who provide and/or train animals to give assistance to individuals with disabilities.

Federal, State and Local Laws

Pet Policy of the Carrollton Housing Authority includes by reference all applicable State and Local Laws.

10. Civil Rights

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

11. Fiscal Audit

The Fiscal Audit for the Year ended June 30, 2008 is attached to the Agency Plan as attachment ga116d01. The Fiscal Audit for the Year ended June 30, 2009 is in the process of being completed.

12. Asset Management

Although the Authority was not required to convert to Asset-Based Management, management assesses each public housing property on an on-going basis. A Physical Needs Assessment has been scheduled to help determine what items need to be addressed to keep the apartments as a viable housing option for the low-income population.

13. Violence Against Women Act

The Carrollton Housing Authority is striving to fully comply with all requirements of the Violence Against Women Act (VAWA).

First, the Authority will not deny admission to an applicant who has been a victim of domestic violence, dating violence, or stalking. The applicant must comply with all other admission requirements.

Also, the Authority will not terminate the assistance to a victim of domestic violence, dating violence, or stalking based solely on an incident or threat of such activity. The Authority still retains the right to terminate assistance for other criminal activity or good cause.

All information provided by an applicant or tenant regarding VAWA will be held in strict confidence and will not be shared with any other parties, unless required by law.

At this time, the Housing Authority does not intend to put a victim of domestic violence admissions preference in place. The Executive Director will periodically review the need for such preference and may add an admissions preference for victim of domestic violence if a need is determined.

To make sure all applicants are aware of the Violence Against Women Act, the Housing Authority notifies all applicants of the information included in the Act during the application process.

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

The Housing Authority does not plan to apply for a Hope VI or Mixed Finance Modernization or Development Grant in the upcoming Fiscal Year.

(b) Demolition and/or Disposition

The Housing Authority does not plan to demolish any public housing units or dispose of any public housing property in the upcoming Fiscal Year.

(c) Conversion of Public Housing

The Housing Authority does not plan to convert any public housing to tenant-based Housing Choice Vouchers in the upcoming Fiscal Year.

(d) Homeownership

Public Housing

The Housing Authority does not plan to offer any public housing to residents for homeownership in the upcoming Fiscal Year.

(e) Project-Based Vouchers

CHA does not plan to use the project-based voucher program in the upcoming Fiscal Year.

8.0 Capital Improvements

8.1 Capital Fund Annual Statement/Performance and Evaluation Report

See attachments:

ga116a01 – FY2010 CFP Annual Statement

8.2 Capital Fund Program Five-Year Plan

See attachment:

ga116b01 – FY2010-2014 CFP Five-Year Plan

8.3 Capital Fund Financing Program (CFFP)

At this time, CHA has no plans to use the Capital Fund Financing Program.

9.0 Housing Needs

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- -ability	Supply	Quality	Access -ibility	Size	Loca- tion
Income <= 30% of AMI	1,246	5	4	3	3	3	3
Income >30% but <=50% of AMI	404	4	4	3	3	3	3
Income >50% but <80% of AMI	134	3	3	3	3	3	3
Elderly	363	4	3	4	4	3	4
Families with Disabilities	472	4	4	4	5	3	3
White	912	3	3	3	3	3	3
Black	755	3	3	3	3	3	3
Hispanic	125	3	3	3	3	3	3
Asian	10	3	3	3	3	3	3

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:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

9.1 Strategy for Addressing Housing Needs

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:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

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

- Apply for additional section 8 units should they become available
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

- Employ admissions preferences aimed at families who are working

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- Apply for special-purpose vouchers targeted to the elderly, should they become available

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities

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

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

- Affirmatively market to races/ethnicities shown to have disproportionate needs

Strategy 2: Conduct activities to affirmatively further fair housing

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

Reasons for Selecting Strategies

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

10.0 Additional Information

(a) Progress in Meeting Goals and Objectives

Goal: Expand the supply of assisted housing

- The Housing Authority did not apply for additional Housing Choice Vouchers during the last year but hope to apply as some become available.
- The Authority reduced vacancies. Currently, there are only five (5) throughout all developments.

Goal: Improve the quality of assisted housing

- The Authority maintained High Performer status by scoring a 91 on the Public Housing Assessment System.
- The Authority's maintained High Performer status on the Section 8 Management Assessment Program.
- The Authority continues to prioritize work orders and using subcontractors to complete maintenance jobs which require quick turnaround.
- The Demolition Application for Davis Homes was approved by HUD.
- The Capital Fund Program will continue to be used to modernize units.

Goal: Increase assisted housing choices

- The Authority continues to provide voucher holders with mobility counseling as needed.
- The Authority is working with the City to offer homeownership opportunities to eligible participants.

Goal: Provide an improved living environment

- The Authority continues to evaluate the need for additional security measures at all developments.

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

- The Authority has used the Neighborhood Network to provide residents with job coaching.
- The Authority works with a local foundation that provides elderly and/or disabled residents with transportation to and from medical facilities.

Goal: Ensure equal opportunity and affirmatively further fair housing

- The Authority has increased the number of accessible units for disabled residents.

(b) Significant Amendment and Substantial Deviation/Modification

A. Substantial Deviation from the 5-year Plan:

A “Substantial Deviation” from the 5-Year Plan is an overall change in the direction of the Authority pertaining to the Authority’s Goals and Objectives. This includes changing the Authority’s Goals and Objectives.

B. Significant Amendment or Modification to the Annual Plan:

A “Significant Amendment or Modification” to the Annual Plan is a change in a policy or policies pertaining to the operation of the Authority. This includes the following:

- Changes to rent or admissions policies or organization of the waiting list.
- Additions of non-emergency work items over \$50,000(items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund.
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

(c) Memorandum of Agreement

The Housing Authority does not have a Memorandum of Agreement with the United States Department of Housing and Urban Development at this time.

(d) Resident Advisory Board Comments

Other than general support of the contents of the FY2010 Agency Plan, there were no specific comments from the Resident Advisory Board.

(e) Challenged Elements

No elements of the FY2010 Agency Plan were challenged.

Part I: Summary					
PHA Name: Housing Authority of the City of Carrollton		Grant Type and Number Capital Fund Program Grant No. GA06P116501-10 Replacement Housing Factor No. Date of CFFP:			FFY of Grant: 2010 FFY OF Grant Approval:
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Revised for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Actual Cost (2)	
		Original	Revised (1)	Obligated	Estimated
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 20% of Line 20)	\$97,129.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$45,000.00	\$0.00	\$0.00	\$0.00
4	1410 Administration (may not exceed 10% of line 21)	\$48,564.00	\$0.00	\$0.00	\$0.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$21,000.00	\$0.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvements	\$0.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$142,500.00	\$0.00	\$0.00	\$0.00
11	1465.1 Dwelling Equipment - Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$121,453.00	\$0.00	\$0.00	\$0.00
15	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
16	1495.1 Relocation Costs	\$10,000.00	\$0.00	\$0.00	\$0.00
17	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
18a	1501 Collateralization or Debt Service Paid by PHA	\$0.00	\$0.00	\$0.00	\$0.00
18ba	9000 Collateralization of Debt Service Paid Via System of Direct Payment	\$0.00	\$0.00	\$0.00	\$0.00
19	1502 Contingency (may not exceed 8% of line 20)	\$0.00	\$0.00	\$0.00	\$0.00
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$485,646.00	\$0.00	\$0.00	\$0.00
21	Amount of line 20 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
22	Amount of line 20 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 20 Related to Security - Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 20 Related to Security - Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
25	Amount of line 20 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

Part II: Supporting Pages								
PHA Name: Housing Authority of the City of Carrollton		Grant Type and Number Capital Fund Program Grant No: GA06P116501-10 CFFP (Yes/No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2010			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Obligated	Expended	
GA116-3 Ingram	Perform comprehensive renovation in 2 Dwelling Units including replacement of: electrical fixtures and wiring, plumbing fixtures and selected piping, HVAC systems, windows, interior and exterior doors, selected door frames, kitchen cabinets, shelving, flooring, selected reconfiguration of floor plan, paint, attic insulation, and attic fire separation.	1460	2	\$120,000.00				
CHA Wide	Replace roofs on 5 buildings			\$22,500.00				
	SUBTOTAL 1460 ACCOUNT			\$142,500.00				
Operations	Supplement Operating Funds	1406	LS	\$97,129.00				
	SUBTOTAL 1406 ACCOUNT			\$97,129.00				
PHA Wide Management Improvements	Salary and benefits for part time Housing Counselor, PT Domestic Violence Counselor and Reimburse City Police Dept. for 1 Officer for Public Housing.	1408	LS	\$45,000.00				
	SUBTOTAL 1408 ACCOUNT			\$45,000.00				

Part II: Supporting Pages								
PHA Name: Housing Authority of the City of Carrollton		Grant Type and Number Capital Fund Program Grant No: GA06P116501-10 CFFP (Yes/No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2010			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Obligated	Expended	
PHA Wide Admin Costs	Administrative Salaries and Benefits	1410	LS	\$48,564.00				
	SUBTOTAL 1410 ACCOUNT			\$48,564.00				
PHA Wide Fees and Costs	A/E Fees	1430.1	LS	\$18,500.00				
	Consulting services for Budget Revisions and Progress and Evaluation Reports.	1430.2	LS	\$2,500.00				
	SUBTOTAL 1430 ACCOUNT			\$21,000.00				
Demolition	Begin demolition in Davis Homes	1485	LS	\$121,453.00				
	SUBTOTAL 1495 ACCOUNT			\$121,453.00				
Relocation	Relocation Costs	1495	LS	\$10,000.00				
	SUBTOTAL 1495 ACCOUNT			\$10,000.00				

Part II: Supporting Pages								
PHA Name: Housing Authority of the City of Carrollton		Grant Type and Number Capital Fund Program Grane No: GA06P116501- CFFP (Yes/No): Replacement Housing Factor Grant No:				Federal FFY of Grant:		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Obligated	Expended	

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

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

Part I: Summary					
PHA Name/Number - Carrollton/GA116		Locality (City/County & State) - Carrollton/Carroll/GA		<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
Development Number / Name / HA-Wide	Year 1 2010	Work Statement for Year 2 FFY Grant: 2011 PHA FFY: 2011	Work Statement for Year 3 FFY Grant: 2012 PHA FFY: 2012	Work Statement for Year 4 FFY Grant: 2013 PHA FFY: 2013	Work Statement for Year 5 FFY Grant: 2014 PHA FFY: 2014
GA116-1 Griffin Homes	Annual Statement	\$0.00	\$0.00	\$0.00	\$0.00
GA116-2 Davis Homes		\$100,000.00	\$0.00	\$0.00	\$0.00
GA116-3 Ingram Homes		\$147,453.00	\$0.00	\$0.00	\$0.00
GA116-4 Thomas Homes		\$0.00	\$245,453.00	\$170,000.00	\$68,000.00
GA116-5a Elder Homes		\$0.00	\$0.00	\$0.00	\$0.00
GA116-5b Alabama Homes		\$0.00	\$0.00	\$0.00	\$0.00
GA116 - CHA Wide		\$22,500.00	\$22,500.00	\$99,953.00	\$201,953.00
Physical Improvements Subtotal		\$169,953.00	\$267,953.00	\$269,953.00	\$269,953.00
Management Improvements Subtotal		\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00
Nondwelling Structures and Equipment		\$0.00	\$0.00	\$0.00	\$0.00
Administration		\$48,564.00	\$48,564.00	\$48,564.00	\$48,564.00
Other		\$25,000.00	\$27,000.00	\$25,000.00	\$25,000.00
Operations		\$97,129.00	\$97,129.00	\$97,129.00	\$97,129.00
Demolition		\$100,000.00	\$0.00	\$0.00	\$0.00
Development		\$0.00	\$0.00	\$0.00	\$0.00
Capital Fund Financing - Debt Service		\$0.00	\$0.00	\$0.00	\$0.00
Total CFP Funds (Est.)		\$485,646.00	\$485,646.00	\$485,646.00	\$485,646.00
Total Non-CFP Funds		\$0.00	\$0.00	\$0.00	\$0.00
Grand Total		\$485,646.00	\$485,646.00	\$485,646.00	\$485,646.00

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

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

Part I: Summary (Continuation)					
PHA Name/Number		Locality (City/County & State)		<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
Development Number / Name / HA-Wide	Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
		FFY Grant: 20 PHA FFY: 20	FFY Grant: 20 PHA FFY: 20	FFY Grant: 20 PHA FFY: 20	FFY Grant: 20 PHA FFY: 20
	Annual Statement				
Physical Improvements Subtotal					
Management Improvements Subtotal					
Nondwelling Structures and Equipment					
Administration					
Other					
Operations					
Demolition					
Development					
Capital Fund Financing -					
Debt Service					
Total CFP Funds (Est.)					
Total Non-CFP Funds					
Grand Total					

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

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

Part I: Summary							
Work Statement for Year 1 FFY 2010	Work Statement for Year FFY 2011			Work Statement for Year FFY 2012			
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	
See Annual Statement	Supplement Operating Subsidy	LS	\$97,129.00	Supplement Operating Subsidy	LS	\$97,129.00	
	Total 1406		\$97,129.00	Total 1405		\$97,129.00	
	Salary and Benefits for part-time Clerical. Salary and Benefits for part-time Social Services	LS	\$45,000.00	Salary and Benefits for part-time Clerical. Salary and Benefits for part-time Social Services	LS	\$45,000.00	
	Total 1408		\$45,000.00	Total 1408		\$45,000.00	
	Administrative Salaries and Benefits	LS	\$48,564.00	Administrative Salaries and Benefits	LS	\$48,564.00	
	Total 1410		\$48,564.00	Total 1410		\$48,564.00	
	A/E Fees	LS	\$17,500.00	A/E Fees	LS	\$19,500.00	
	Consulting Services for Budget Revisions & Performance and Evaluation Reporting	LS	\$2,500.00	Consulting Services for Budget Revisions & Performance and Evaluation Reporting	LS	\$2,500.00	
	Total 1430		\$20,000.00	Total 1430		\$22,000.00	
Subtotal of Estimated Costs			\$210,693.00	Subtotal of Estimated Costs			\$212,693.00

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

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

Part I: Summary						
Work Statement for Year 1 FFY 2010	Work Statement for Year FFY 2011			Work Statement for Year FFY 2012		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement	Replace existing heating systems with Energy Star Heat Pump systems and convert remaining gas fired appliances to electric in 8 dwelling units in GA116-4 - Thomas Homes.	LS	\$147,453.00	Replace existing heating systems with Energy Star Heat Pump systems and convert remaining gas fired appliances to electric in 28 dwelling units in GA116-4 - Thomas Homes.	LS	\$245,453.00
	Replace roofing on 5 buildings CHA Wide	LS	\$22,500.00	Replace roofing on 5 buildings CHA Wide	LS	\$22,500.00
	Total 1460		\$169,953.00	Total 1460		\$267,953.00
	Demolish Davis Homes	LS	\$100,000.00			
	Total 1485		\$100,000.00	Total 1485		\$0.00
	Relocation Costs	LS	\$5,000.00	Relocation Costs	LS	\$5,000.00
	Total 1495.1		\$5,000.00	Total 1495.1		\$5,000.00
		Subtotal of Estimated Costs		\$485,646.00	Subtotal of Estimated Costs	

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

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

Part I: Summary							
Work Statement for Year 1 FFY 2010	Work Statement for Year FFY 2013			Work Statement for Year FFY 2014			
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	
See Annual Statement	Supplement Operating Subsidy	LS	\$97,129.00	Supplement Operating Subsidy	LS	\$97,129.00	
	Total 1406		\$97,129.00	Total 1405		\$97,129.00	
	Salary and Benefits for part-time Clerical. Salary and Benefits for part-time Social Services	LS	\$45,000.00	Salary and Benefits for part-time Clerical. Salary and Benefits for part-time Social Services	LS	\$45,000.00	
	Total 1408		\$45,000.00	Total 1408		\$45,000.00	
	Administrative Salaries and Benefits	LS	\$48,564.00	Administrative Salaries and Benefits	LS	\$48,564.00	
	Total 1410		\$48,564.00	Total 1410		\$48,564.00	
	A/E Fees	LS	\$17,500.00	A/E Fees	LS	\$17,500.00	
	Consulting Services for Budget Revisions & Performance and Evaluation Reporting	LS	\$2,500.00	Consulting Services for Budget Revisions & Performance and Evaluation Reporting	LS	\$2,500.00	
	Total 1430		\$20,000.00	Total 1430		\$20,000.00	
Subtotal of Estimated Costs			\$210,693.00	Subtotal of Estimated Costs			\$210,693.00

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

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

Part I: Summary						
Work Statement for Year 1 FFY 2010	Work Statement for Year FFY 2013			Work Statement for Year FFY 2014		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement	Replace existing heating systems with Energy Star Heat Pump systems and convert remaining gas fired appliances to electric in 20 dwelling units in GA116-4 - Thomas Homes.	LS	\$170,000.00	Replace existing heating systems with Energy Star Heat Pump systems and convert remaining gas fired appliances to electric in 8 dwelling units in GA116-4 - Thomas Homes.	LS	\$68,000.00
	Replace roofing on 22 buildings CHA Wide	LS	\$99,953.00	Replace roofing on 44 buildings CHA Wide	LS	\$201,953.00
	Total 1460		\$269,953.00	Total 1460		\$269,953.00
	Relocation Costs	LS	\$5,000.00	Relocation Costs	LS	\$5,000.00
	Total 1495.1		\$5,000.00	Total 1495.1		\$5,000.00
	Subtotal of Estimated Costs			\$485,646.00	Subtotal of Estimated Costs	
Subtotal of Estimated Costs			\$485,646.00	Subtotal of Estimated Costs		

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

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

Part I: Summary						
Work Statement for Year 1 FFY	Work Statement for Year FFY			Work Statement for Year FFY		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement						
	Subtotal of Estimated Costs		\$0.00	Subtotal of Estimated Costs		\$0.00

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

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

Part I: Summary						
Work Statement for Year 1 FFY	Work Statement for Year FFY			Work Statement for Year FFY		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement						
	Subtotal of Estimated Costs		\$0.00	Subtotal of Estimated Costs		\$0.00

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

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

Part I: Summary						
Work Statement for Year 1 FFY	Work Statement for Year FFY			Work Statement for Year FFY		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement						
	Subtotal of Estimated Costs		\$0.00	Subtotal of Estimated Costs		\$0.00

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

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

Part I: Summary						
Work Statement for Year 1 FFY	Work Statement for Year FFY			Work Statement for Year FFY		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement						
	Subtotal of Estimated Costs		\$0.00	Subtotal of Estimated Costs		\$0.00

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

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

Part I: Summary						
Work Statement for Year 1 FFY	Work Statement for Year FFY			Work Statement for Year FFY		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement						
	Subtotal of Estimated Costs		\$0.00	Subtotal of Estimated Costs		\$0.00

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

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

Part I: Summary						
Work Statement for Year 1 FFY	Work Statement for Year FFY			Work Statement for Year FFY		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement						
	Subtotal of Estimated Costs		\$0.00	Subtotal of Estimated Costs		\$0.00

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

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

Part I: Summary						
Work Statement for Year 1 FFY	Work Statement for Year FFY			Work Statement for Year FFY		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement						
	Subtotal of Estimated Costs		\$0.00	Subtotal of Estimated Costs		\$0.00

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

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

Part I: Summary						
Work Statement for Year 1 FFY	Work Statement for Year FFY			Work Statement for Year FFY		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement						
	Subtotal of Estimated Costs		\$0.00	Subtotal of Estimated Costs		\$0.00

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

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

Part I: Summary						
Work Statement for Year 1 FFY	Work Statement for Year FFY			Work Statement for Year FFY		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement						
	Subtotal of Estimated Costs		\$0.00	Subtotal of Estimated Costs		\$0.00

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

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

Part I: Summary						
Work Statement for Year 1 FFY	Work Statement for Year FFY			Work Statement for Year FFY		
	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement						
	Subtotal of Estimated Costs		\$0.00	Subtotal of Estimated Costs		\$0.00

HOUSING AUTHORITY OF THE
CITY OF CARROLLTON
Carrollton, Georgia

AUDIT REPORT

For the Year Ended June 30, 2008

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

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June 30, 2008

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Our audit was performed for the purpose of forming an opinion on the financial statements of the Housing Authority of the City of Carrollton, taken as a whole. The accompanying financial information listed in the Table of Contents as Supplementary Information and the Financial Data Schedule are presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying schedule of expenditures of federal awards are presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and are not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, are fairly stated, in all material respects, in relation to the financial statements taken as a whole.

Barton, Gonzalez & Myers, P.A.

Barton, Gonzalez & Myers, P.A.
Certified Public Accountants
March 10, 2009

Housing Authority of the City of Carrollton Carrollton, Georgia

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2008

The Housing Authority of the City of Carrollton ("the Authority") management's discussion and analysis is designed to assist the reader in focusing on significant financial issues, provide an overview of the Authority's financial activity, identify changes in the Authority's financial position, and identify individual fund issues or concerns.

This management discussion and analysis is presented in accordance with the requirements of the Governmental Accounting Standards Board Statement No. 34 (GASB 34) and presents comparison of data from the fiscal years ended June 30, 2008 and June 30, 2007.

Financial Highlights

The net assets of the Authority decreased by \$438,850 (7.95%) during the year ended June 30, 2008. Net assets were \$5,081,822 and \$5,520,672 for the years ending June 30, 2008 and 2007 respectively. Note 10 (Page 19) of this audit report explains the major reason for this decrease.

The financial scoring system as established by the Housing and Urban Development's Real Estate Assessment Center (REAC) designated the Authority as a "high performer" for the year ended June 30, 2007 with a score of 91. The Authority also was designated as a high performer for the year ended June 30, 2006 with a score of 90. Due to a proposed change in the "scoring" system by HUD that was effective for Authorities with a fiscal year end of June 30, 2008 and later, the score for the prior year will remain in effect until the new system is finalized.

OVERVIEW OF THE ANNUAL FINANCIAL REPORTS

The following outline describes the integral parts of this financial presentation and is a guideline for understanding its components:

- I. **Management Discussion and Analysis (MD&A)**
Serves as an introduction to the Authority's basic financial statements
- II. **Basic Financial Statements**
 - Authority-wide Financial Statements
 - Notes to the Financial Statements
- III. **Other Required Supplementary Information**

Authority Financial Statements:

The financial Statements in this report are those of a special purpose governmental entity engaged in a business type activity. The following Statements are included:

Statement of Net Assets:

The Statement of Net Assets reports all financial and capital resources for the Authority similar to a balance sheet. The statement is presented in the format where assets, minus liabilities, equal "Net Assets", formerly known as equity. Assets and liabilities are presented in order of liquidity, and are classified as "Current" (convertible into cash within one year), and "Non-current".

Housing Authority of the City of Carrollton
Carrollton, Georgia

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2008

The focus of the Statement of Net Assets (the "Unrestricted Net Assets") is designed to represent the net available liquid (non-capital) assets, net of liabilities, for the entire Authority. Net Assets (formerly equity) are reported in three broad categories:

Net Assets, Invested in Capital Assets, Net of Related Debt: This component of Net Assets consists of all Capital Assets, reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted Net Assets: This component of Net Assets consists of restricted assets, when constraints are placed on the asset by creditors (such as debt covenants), grantors, contributors, laws, regulations, etc. The Authority currently has \$188,934 in restricted Net Assets.

Unrestricted Net Assets: Consists of Net Assets that do not meet the definition of "Net Assets Invested in Capital Assets, Net of Related Debt", or "Restricted Net Assets".

Statement of Revenues, Expenses and Changes in Fund Net Assets:

This Statement includes Operating Revenues, such as rental income, Operating Expenses, such as administrative, utilities, and maintenance, and depreciation, and Non-Operating Revenue and Expenses, such as grant revenue, investment income and interest expense.

The focus of the Statement of Revenues, Expenses and Changes in Fund Net Assets is the "Change in Net Assets", which is similar to Net Income or Loss.

Statement of Cash Flows:

The statement of cash flows discloses net cash provided by, or used for operating activities, non-capital financing activities, and from capital and related financing and investment activities.

The Authority now uses the enterprise method of accounting, which utilizes the full accrual basis of accounting. The enterprise method of accounting is similar to accounting utilized by the private sector.

Housing Authority of the City of Carrollton
Carrollton, Georgia

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2008

Analysis of Statement of Net Assets:

	6/30/2007	6/30/2008	Change
Cash and investments	780,516	718,317	(62,199)
Restricted cash	188,579	249,809	61,230
Other current assets	204,520	220,399	15,879
Capital assets (net)	5,490,635	5,255,436	(235,199)
Total Assets	6,664,250	6,443,961	(220,289)
Current liabilities	228,863	260,579	31,716
Non-current liabilities	914,715	1,101,560	186,845
Total liabilities	1,143,578	1,362,139	218,561
Net assets invested in Capital assets - net of related debt	4,552,807	4,367,981	(184,826)
Restricted net assets	153,046	188,934	35,888
Unrestricted net assets	814,819	524,907	(289,912)
Total net assets	5,520,672	5,081,822	(438,850)
Total Liabilities and Net Assets	6,664,250	6,443,961	(220,289)

Cash and Investments decreased \$62,199 (7.97%) primarily as a result of the reclassification of a portion (\$61,230) of the cash to "restricted cash". The restricted cash consists of the excess HAP amount received by the Authority \$188,934 (this is also shown as the "restricted net assets amount of \$188,934 and the amount held for security deposits received from residents (\$60,875). The increase in Non-current liabilities was the result of recording the liability for additional compensated absences that were not recorded in prior years. Total net assets decreased by \$438,850 (7.95%) for the fiscal year ended June 30, 2008; this is analyzed in detail on the Statement of Revenues, Expenses and Changes in Fund Net Assets and is recapped below. Also see details of the prior year adjustment in Note 10 (Page 19) of this audit report.

Housing Authority of the City of Carrollton
Carrollton, Georgia

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2008

Analysis of Statement of Revenues, Expenses and Changes in Fund Net Assets:

	6/30/2007	6/30/2008	Change
Tenant revenue	\$ 592,277	\$ 572,357	\$ (19,920)
HUD operating grants	2,048,870	2,137,090	88,220
HUD capital grants	611,143	145,463	(465,680)
Other governmental grants	268,615	677,636	409,021
Interest income	33,780	23,261	(10,519)
Other income	111,243	65,680	(45,563)
Total revenue	3,665,928	3,621,487	(44,441)
Administration	645,751	623,724	(22,027)
Utilities	149,071	172,507	23,436
Maintenance & operations	614,042	574,649	(39,393)
General expenses	140,658	196,842	56,184
Depreciation	353,272	384,470	31,198
Housing assistance payments	835,970	879,907	43,937
Tenant services	492,772	888,688	395,916
Interest	67,421	61,046	(6,375)
Extraordinary expenses	9,675	6,630	(3,045)
Casualty losses	3,408	2,179	(1,229)
Total expenses	3,312,040	3,790,642	478,602
Change in net assets	353,888	(169,155)	(523,043)
Prior period adjustments	-	(269,695)	(269,695)
Net assets beginning	5,166,784	5,520,672	353,888
Ending net assets	\$ 5,520,672	\$ 5,081,822	\$ (438,850)

Operating Revenues:

The Authority's revenues decreased by \$44,441 (1.21%) for the FYE June 30, 2008 as compared to the FYE June 30, 2007. The decrease of \$465,680 in HUD capital grants was offset by the increase of HUD operating grants (\$88,220) and the increase in Other Governmental Grants (CBAE) (\$409,021).

Housing Authority of the City of Carrollton
Carrollton, Georgia

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2008

Operating Expenses:

The Authority's operating expenses increased by \$478,602 (14.45%) in the FYE June 30, 2008 as compared to the FYE June 30, 2007. The increase in Tenant Services costs associated with the Abstinence Education Program (CBAE) expenses (\$395,916) was the major cause of this increase (and also the major cause for the increase in other governmental grant income).

Capital Assets

At the end of the fiscal year ended June 30, 2008, the Authority had \$12,547,339, before accumulated depreciation, invested in a broad range of capital assets, including multi-family residential property, office and maintenance shop property, computer equipment, and vehicles. This amount represents a net increase (including acquisitions and disposals) of \$149,020. See Note 6 (Page 17) Capital Assets of this audit report for additional details concerning the Authority's capital assets.

Debt Outstanding

As of June 30, 2008, the Authority had outstanding debt of \$887,455. The Little River Properties (Business Activities) is the collateral for these notes. Additional details of the notes outstanding are located at Note 9 Notes Payable (Page 18) of this audit report.

Economic Factors

Several significant economic factors are present that may impact the Authority in the future.

- Congress provided funding for operating subsidy that resulted in a funding level of 88% for the calendar year 2008 and currently the funding level for calendar year 2009 is 88%. The final funding level for 2009 will not be finalized until after the Authority's fiscal year end of June 30, 2009. The recently signed HUD Budget bill as passed by the U S Congress included additional funds for Operating subsidy but the final pro-ration will not be known until after the fiscal year end.
- Budget deficits and funding for the Departments of Defense and Homeland Security will probably result in reduced appropriations for domestic program spending including the Capital Fund Program (which has been reduced approximately 11% each year for the last six years)..
- Health care and other insurance costs are expected to increase dramatically over the next several years.
- The Authority received final approval to demolish 42 units of Public Housing in 2008. The affected residents were given a Housing Choice Voucher that is administered by the Authority.

Financial Contact

Questions concerning any of the information provided in this Management Discussion & Analysis should be addressed to:

Sandra Morris, Executive Director
Housing Authority of the City of Carrollton
1 Roop Street
Carrollton, Georgia 30017
(770) 834-2046

Housing Authority of the City of Carrollton
Carrollton, Georgia

Statement of Net Assets - Proprietary Fund Type

As of June 30, 2008

ASSETS	
Current Assets:	
Cash and cash equivalents	\$ 465,739
Cash - restricted	249,809
Tenant receivables, net of allowance of \$1,675	4,006
Accounts receivable - other	5,964
Investments	252,578
Due from HUD	79,863
Due from other governments	27,608
Supplies inventory, net of allowance of \$1,039	19,740
Prepaid insurance	83,218
Total current assets	1,188,525
Noncurrent Assets:	
Capital Assets:	
Nondepreciable capital assets	666,305
Depreciable capital assets, net	4,589,131
Total noncurrent assets	5,255,436
Total assets	\$ 6,443,961
LIABILITIES	
Current Liabilities:	
Accounts payable and accrued liabilities	\$ 77,703
Tenant security deposits	32,292
Due to other governments	19,879
Accrued compensated absences	26,473
Accrued interest payable	5,099
Deferred revenues	68,700
Current portion of long term debt	30,433
Total current liabilities	260,579
Noncurrent Liabilities:	
Accrued compensated absences	244,538
Long-term debt, net of current portion	857,022
Total noncurrent liabilities	1,101,560
Total liabilities	1,362,139
NET ASSETS	
Invested in capital assets	4,367,981
Restricted net assets	188,934
Unrestricted net assets	524,907
Total net assets	5,081,822
Total liabilities and net assets	\$ 6,443,961

See auditor's report.

The notes to the financial statements are an integral part of this statement.

Housing Authority of the City of Carrollton
Carrollton, Georgia

Statement of Revenues, Expenses, and Changes in Fund
Net Assets - Proprietary Fund Type

For the Year Ended June 30, 2008

<hr/> <hr/>	
Operating revenues:	
Tenant rental revenue (net)	\$ 572,357
HUD grants	2,137,090
Other revenue	65,680
Other government grants	677,636
Total operating revenues	<u>3,452,763</u>
 Operating expenses:	
Administration	623,724
Utilities	172,507
Ordinary maintenance	574,649
General expenses	196,842
Depreciation	384,470
Housing assistance payments	879,907
Tenant services	888,688
Extraordinary maintenance	6,630
Casualty losses	2,179
Total operating expenses	<u>3,729,596</u>
Operating loss	<u>(276,833)</u>
 Nonoperating revenue (expenses):	
Interest income	23,261
Interest expense	(61,046)
Net nonoperating expenses	<u>(37,785)</u>
Net loss	(314,618)
Contributions - capital grants	<u>145,463</u>
Decrease in net assets	(169,155)
Net assets, beginning of year (as restated)	<u>5,250,977</u>
Net assets, end of year	<u><u>\$ 5,081,822</u></u>

See auditor's report.

The notes to the financial statements are an integral part of this statement.

Housing Authority of the City of Carrollton
Carrollton, Georgia

Statement of Cash Flows - Proprietary Fund Type

For the Year Ended June 30, 2008

<u>Cash flows provided from operating activities:</u>	
Cash received from tenants and others	\$ 626,236
Cash from operating grants and subsidies	2,051,276
Cash from other government grants	746,581
Cash paid for goods and services	(2,501,688)
Cash paid to employees for services	(796,906)
Net cash provided from operating activities	125,499
 <u>Cash flows used by capital and related financing activities:</u>	
Proceeds from capital grants	105,548
Principal paid on debt	(50,373)
Acquisition of capital assets	(149,271)
Interest paid on debt	(62,081)
Net cash used by capital and related financing activities	(156,177)
 <u>Cash flows provided from investing activities:</u>	
Interest on investments	23,261
Net cash flows provided from investing activities	23,261
Net decrease in cash and cash equivalents	(7,417)
Cash and cash equivalents, beginning of year (as restated)	722,965
Cash and cash equivalents, end of year	\$ 715,548
<u>Reconciliation of operating loss to net cash provided from operating activities:</u>	
Operating loss:	\$ (276,833)
Adjustments to reconcile operating loss to net cash provided from operating activities:	
Depreciation	384,470
Decrease in receivables	64,143
Increase in inventory and prepaid expenses	(3,849)
Decrease in accounts payable, accrued liabilities and security deposits	(82,303)
Increase in accrued compensated absences	39,871
Total adjustments	402,332
Net cash provided from operating activities	\$ 125,499

See auditor's report.

The notes to the financial statements are an integral part of this statement.

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Notes to Financial Statements

June 30, 2008

NOTE 1: Summary of Significant Accounting Policies:

Reporting Entity

The Housing Authority of the City of Carrollton ("Authority") is a public body created under the General Statutes of Georgia. The Authority was created for the purpose of providing safe and sanitary housing for the low-income citizens of Carrollton, Georgia.

The Board of Commissioners of the Housing Authority is appointed by the Mayor of the City of Carrollton but the Authority designates its own management. The City of Carrollton provides no financial support to the Authority and is not responsible for the debts or entitled to the surpluses of the Authority. The Authority has the power to approve its own budget and maintains its own accounting system. Although the Board is appointed by the City of Carrollton, no other criteria established by Section 2100 and 2600 of the Codification of Governmental Accounting Standards Board, the Financial Accounting Standards Board, and Governmental Accounting Standards Board Statement No. 39 for inclusion of the Authority in the City of Carrollton's financial statements are met. Therefore, a separate financial report is prepared for the Authority. All of the operations of the Authority are included in the audited financial statements and there are no operations or activities which have been excluded.

Description of a Public Housing Authority

Funding for public housing authorities is received from the United States Department of Housing and Urban Development (HUD) and from participants in public housing programs. Under the Low Rent Housing Program, low income tenants pay monthly rents which are determined by their need for assistance. HUD pays the annual debt service contributions directly to a fiscal or paying agent under the terms of the annual contributions contract. HUD also pays operating subsidies to the housing authority to enable the authority to maintain the low-income character of the neighborhood while providing adequate services and maintaining adequate reserves.

The Section 8 Housing Payments Program provides rental supplements to the owners of existing private housing who rent to qualified individuals. The Authority processes all applicants for the Section 8 Housing Assistance Payments Program, places approved applicants in housing, and pays the owners of the private housing monthly rental supplements. Under the conditions of an annual contributions contract, HUD reimburses the Authority for the rental supplements and the administrative costs of managing the program up to a per unit limit established in the annual contributions contract.

The Authority had 438 units in management and was administering a Capital Fund Program, Section 8 – Housing Choice Voucher Program, Section 8 - Disaster Voucher Program, Disaster Housing Assistance Program, Emergency Food and Shelter National Board Program, Resident Opportunities Supportive Services Program (R.O.S.S), Business Activities Program (Little River properties) and Abstinence Education Program.

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Notes to Financial Statements

June 30, 2008

NOTE 1: Summary of Significant Accounting Policies: (Continued)

Description of a Public Housing Authority (Continued)

	<u>Units</u>
Authority owned housing Contract A-3134	279
Section 8 – Housing Choice Vouchers	109
Section 8 – Disaster Voucher Program	42
Little River Properties	57
	<u>487</u>

Basis of Presentation

The accounts of the Authority are organized and operated on a fund basis. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts recording its assets, liabilities, net assets, revenues, and expenses.

The Authority accounts for its operation in one fund type, the enterprise fund that reflects the business type activities of the Authority. An enterprise fund is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The Housing Authority of the City of Carrollton maintains one enterprise fund which includes the following programs: the Low Rent Housing Program, Section 8 – Housing Choice Voucher, Section 8 - Disaster Voucher Program, Disaster Housing Assistance Program, Emergency Food and Shelter National Board Program, Capital Fund Program, Resident Opportunities Supportive Services Program (ROSS), Business Activities Program (Little River properties) and Abstinence Education Program.

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The enterprise fund is accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of this fund are included on the statement of net assets. Enterprise fund type equity (i.e., net total assets) is segregated into investment in capital assets (net of related debt), and restricted and unrestricted net asset components. Operating activities for this fund present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Notes to Financial Statements

June 30, 2008

NOTE 1: Summary of Significant Accounting Policies: (Continued)

Basis of Accounting (Continued)

The fund of the Authority is maintained on the modified accrual basis during the year. The financial statements for the Authority have been presented on the accrual basis. Under this basis, revenues are recorded when earned and expenses are recorded when incurred. In converting from the modified accrual basis to the full accrual basis, adjustments are required for unpaid interest, depreciation, prepaid tenant rents, accounts payable, compensated absences and capital outlay. Operating income reported includes rental income, other tenant charges, operating grants and other revenue for the continuing operations of the fund. Operating expenses are the costs of providing goods and services. Other revenues and expenses are classified as non-operating in the financial statements.

As permitted, the Housing Authority of the City of Carrollton has elected to apply only the applicable FASB Statements and Interpretations issued before November 30, 1989 in its accounting and reporting practices for its operations.

Budgetary Data

The Authority maintains budgetary controls over its fund, as required by the terms of the Authority's annual contributions contract with HUD. An annual budget is adopted for the Low-rent Housing Program. Capital Fund Program budgets are for the length of the grants. The Authority determined that all revenues and expenses were in accordance with the program budgets. The budgets were prepared on the modified accrual basis of accounting.

Deposits and Investments

All deposits of the Authority are made in board-designated official depositories and are secured as required by HUD regulations. The Authority may designate as an official depository any bank or savings and loan association whose principal office is located in Georgia. Also, the Authority may establish time deposit accounts such as NOW and Super NOW accounts, money accounts and certificates of deposit. Section 401(e) of the annual contribution contract authorizes the Authority to invest in the following types of securities:

1. Obligations of the Federal Government which are backed by the full faith and credit of the Federal Government.
2. Obligations of any agency or instrumentality of the Federal Government if the payment of interest and principal on such obligations is fully guaranteed by the Federal Government.
3. Obligations of the Federal Intermediate Credit Banks, the Federal Home Loan Banks, the Federal National Mortgage Association, the Banks for Cooperatives, and the Federal Land Banks which mature no later than 18 months after the date of purchase.

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Notes to Financial Statements

June 30, 2008

NOTE 1: Summary of Significant Accounting Policies: (Continued)

Deposits and Investments (Continued)

As required by the annual contributions contract, the Authority prepares cash forecasts for each program to determine the amount of funds available for investment and to maximize investment earnings. During the fiscal year and at year-end, all cash was held in the form of interest bearing accounts. The deposits and the above described investments with an original maturity of ninety days or less are considered cash and cash equivalents for the Statement of Cash Flows.

Fair Value of Financial Instruments

The carrying amount of the Authority's financial instruments at June 30, 2008, including cash, investments, accounts receivable and accounts payable closely approximates fair value.

Inventories

Inventories are valued at cost, which approximates market, using the first-in/first-out (FIFO) method. The costs of inventories are recorded as expenses when consumed rather than when purchased.

Capital Assets

Capital assets are recorded at historical cost at the date of acquisition. Assets are depreciated on a straight-line basis over the following years:

Dwelling structures	20-30 years
Non-dwelling structures	20-30 years
Dwelling structures improvements	20-30 years
Site improvements	20-30 years
Furniture and equipment	7 years
Vehicles	7 years

The Authority capitalizes purchases with an initial cost that exceeds \$5,000 and a useful life greater than one year.

Deferred Revenue

Deferred revenues consist of low-income housing program payments from HUD that has been drawn in advance according to their operating subsidy agreement.

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Notes to Financial Statements

June 30, 2008

NOTE 1: Summary of Significant Accounting Policies: (Continued)

Net Assets

Invested in Capital Assets (net of related debt) represents funds received for development and modernization of the Authority's dwelling units. Capital assets purchased through operations and grant programs are included in this amount.

Restricted Net Assets represent the difference between the assets and liabilities that are constrained in use by creditors or by grantors, contributors, or laws or regulations of governments. The Authority's restricted net assets are comprised primarily of cash that are held for use in the Section 8 – Housing Choice Voucher program. As of June 30, 2008, \$188,934 was restricted for this purpose.

Unrestricted Net Assets represent the difference between the Authority's assets and liabilities that are not classified as invested in capital assets or as restricted net assets.

Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

NOTE 2: Stewardship, Compliance, and Accountability

The Authority believes it has met its responsibilities regarding stewardship, compliance and accountability for its fund.

NOTE 3: Deposits and Investments

The Authority's deposits include deposits with financial institutions. The carrying amount of the Authority's deposits for cash and investments was \$968,126. All deposits and certificates of deposit are secured by the Authority's financial institutions with F.D.I.C. coverage and securities pledged in the entity's name. As of June 30, 2008, the balance in cash and cash equivalents - restricted is comprised of the following restrictions:

Tenant security deposits	\$ 32,292
Little River property	28,583
Section 8 – housing assistance payments	188,934
	<u>\$ 249,809</u>

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Notes to Financial Statements

June 30, 2008

NOTE 3: Deposits and Investments (Continued)

The Authority's cash and investments consist of checking, money market and certificates of deposits. The Authority's checking and money market accounts are short-term highly liquid investments that are considered cash and cash equivalents. The Authority considers all highly liquid investments with a maturity of three months or less when purchased to be cash and cash equivalents.

The Authority's investments consist of certificates of deposits from FDIC insured state banks with an original maturity in excess of ninety days. Investments are stated at cost, which approximates fair value.

NOTE 4: Due from HUD

As of June 30, 2008, the Authority was due \$79,863 from HUD, which consisted of the following:

Program:		
R.O.S.S	\$	15,140
Capital Fund Program		64,723
		\$ 79,863

The entire balance was received after year end.

NOTE 5: Interprogram

At June 30, 2008, interprogram receivables and payables consisted of the following:

	Due from	Due to
Program:		
Low-rent housing	\$ 56,731	\$ -
R.O.S.S	-	15,140
Business activities – Little River Properties	27,079	28,767
Section 8 – housing choice voucher	39,713	12,916
State and local	92	-
Abstinence education	-	27,079
Disaster housing assistance grant	69,397	-
Disaster voucher program	-	109,110
	\$ 193,012	\$ 193,012

The majority of the receivables and payables consisted of the R.O.S.S., capital fund programs, business activities, section 8 – disaster voucher program and other programs owing the low-rent housing program, business activities program, and Section 8 – housing choice voucher program for operating costs that were reimbursed after year end.

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Notes to Financial Statements

June 30, 2008

NOTE 6: Capital Assets

The capital assets (at cost) of the Housing Authority of the City of Carrollton at June 30, 2008 consisted of the following:

	Balance at June 30, 2007	Additions	Deletions	Transfers	Balance at June 30, 2008
Nondepreciable capital assets:					
Land	\$ 666,305	\$ -	\$ -	\$ -	\$ 666,305
Construction in progress	421,661	-	-	(421,661)	-
Total Nondepreciable Assets	<u>1,087,966</u>	<u>-</u>	<u>-</u>	<u>(421,661)</u>	<u>666,305</u>
Depreciable capital assets:					
Buildings and improvements	10,913,218	85,718	-	421,661	11,420,597
Furniture, equipment, vehicles	397,135	63,302	-	-	460,437
Total Depreciable Assets	<u>11,310,353</u>	<u>149,020</u>	<u>-</u>	<u>421,661</u>	<u>11,881,034</u>
Accumulated Depreciation for:					
Buildings and improvements	(6,560,819)	(343,972)	-	-	(6,904,791)
Furniture, equipment, vehicles	(346,865)	(40,498)	251	-	(387,112)
Total Accumulated Depreciation	<u>(6,907,684)</u>	<u>(384,470)</u>	<u>-</u>	<u>-</u>	<u>(7,291,903)</u>
Total Capital Assets, net	<u>\$ 5,490,635</u>	<u>\$ (235,450)</u>	<u>\$ 251</u>	<u>\$ -</u>	<u>\$ 5,255,436</u>

NOTE 7: Deferred Revenue

As of June 30, 2008, deferred revenue consists of \$68,700 of low-income housing program payments from HUD that has been drawn in advance according to their operating subsidy agreement for the grant period ending December 31, 2008.

NOTE 8: Pension Plan Obligation

The Authority provides a defined contribution pension plan through the Housing Renewal and Local Agency Plan for eligible full-time employees. The Authority contributes an amount equal to 13% of each employee's annual compensation to the plan. The Board of Commissioners authorized the Authority to participate in this plan. Contributions totaled \$59,399 for the year ended June 30, 2008. The Authority's contributions for each employee (and interest allocated to the employee's accounts) are vested 20% annually and are fully vested after 5 years of continuous service.

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Notes to Financial Statements

June 30, 2008

NOTE 9: Notes Payable

The Authority has notes payable due to various financial institutions for the Little River Properties (Business Activities) with the respective land and buildings being held as collateral. As of June 30, 2008, notes payable consisted of the following:

Promissory note of \$36,400 with an interest rate of 7.5%, dated July 29, 1997, due in monthly installments of \$255 through December 1, 2027.	\$ 31,246
Promissory note of \$51,800 with an interest rate of 7.0%, dated January 9, 1998, due in monthly installments of \$345 through July 1, 2027.	43,484
Promissory note of \$50,000 with an interest rate of 6.9%, dated January 20, 1998, due in monthly installments of \$334 through February 6, 2028.	42,701
Promissory note of \$45,000 with an interest rate of 7.0%, dated April 1, 1999, due in monthly installments of \$311 through March 1, 2028.	39,438
Promissory note of \$122,543 with an interest rate of 6.0%, dated December 21, 1999, due in monthly installments of \$878 through December 21, 2019.	88,453
Promissory note of \$664,175 with an interest rate of 6.95%, dated March 20, 2000, due in monthly installments of \$4,414 through April 20, 2030, with a lump sum payment of \$182,319.	519,335
Promissory note of \$133,975 for King and Spring Street improvements with an interest rate of 6.95%, dated September 2001, due in monthly installments of \$896 through September 2011.	122,798
	<u>887,455</u>
Less current maturities	30,433
	<u>\$ 857,022</u>

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Notes to Financial Statements

June 30, 2008

NOTE 9: Notes Payable (Continued)

For the year ended June 30, 2008, the Authority had the following changes in its notes payable:

Balance at June 30, 2007	\$	937,828
Principal additions		-
Principal retirements		<u>(50,373)</u>
		887,455
Less current maturities		<u>30,433</u>
Balance at June 30, 2008	\$	<u>857,022</u>

As of June 30, 2008, the annual requirements for debt retirement are:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2009	\$ 30,433	\$ 58,754	\$ 89,187
2010	30,991	58,196	89,187
2011	33,165	56,022	89,187
2012	147,597	47,130	194,727
2013	34,931	43,504	78,435
Thereafter,	<u>610,338</u>	<u>277,324</u>	<u>887,662</u>
Total	<u>\$ 887,455</u>	<u>\$ 540,930</u>	<u>\$ 1,428,385</u>

NOTE 10: Schedule of Changes in Net Assets

	<u>Invested in Capital Assets</u>	<u>Restricted Net Assets</u>	<u>Unrestricted Net Assets</u>	<u>Total</u>
Balance, beginning of year	\$ 4,552,807	\$ 153,046	\$ 814,819	\$ 5,520,672
Adjustments to restate beginning balance	-	<u>3,805</u>	<u>(273,500)</u>	<u>(269,695)</u>
Balance, beginning of year - restated	4,552,807	156,851	541,319	5,250,977
Decrease in net assets	-	-	(169,155)	(169,155)
Changes in restricted net assets	-	32,083	(32,083)	-
Changes in invested in capital assets	<u>(184,826)</u>	-	<u>184,826</u>	-
Balance, end of year	<u>\$ 4,367,981</u>	<u>\$ 188,934</u>	<u>\$ 524,907</u>	<u>\$ 5,081,822</u>

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Notes to Financial Statements

June 30, 2008

NOTE 10: Schedule of Changes in Net Assets (Continued)

Adjustments to restate beginning balances consisted of entries for the following:

To record deferred revenue	\$ (154,514)
To record beginning net assets for Emergency Food and Shelter Program	6,448
To record compensated absences	(137,464)
To record miscellaneous corrections	<u>15,835</u>
	<u>\$ (269,695)</u>

The effects of the adjustments are a decrease to beginning net assets of \$269,695, with an increase in liabilities of \$291,978 and in assets of \$22,283.

NOTE 11: Related Party Transactions

There were no related party transactions for the year ended June 30, 2008.

NOTE 12: Claims and Judgments

At June 30, 2008, the Authority was not a defendant to any lawsuit. No provision was made in the financial statements for any contingent liabilities. In the opinion of management, there are no legal matters that would have a materially adverse affect on the Authority's financial position.

NOTE 13: Risk Management

The Authority carries commercial insurance against all risks of loss, including property and general liability, auto, worker's comp, fidelity, and public officials' liability insurance. There have been no significant reductions in insurance coverage in the prior year, and settled claims from these risks have not exceeded commercial insurance coverage in any of the last three fiscal years.

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Notes to Financial Statements

June 30, 2008

NOTE 14: Conduit Type Debt

Debt related to the original acquisition and early modernization of the public housing developments was funded, guaranteed and serviced by the United States Department of HUD. There is no debt or pledge of faith and credit on part of the Authority. Accordingly, this debt has not been recorded in the financial statements of the Authority. HUD no longer provides the Authority with debt service information since the Authority has no obligation for the debt.

Housing Authority of the City of Carrollton
Carrollton, Georgia

Statement and Certification of Actual Capital Fund Program Costs

June 30, 2008

Annual Contributions Contract A – 3134

1. The capital fund program costs of GA 116 - 501 (2006) are as follows:

Funds approved	\$	466,055
Funds expended		<u>466,055</u>
Excess (deficiency) of funds approved	\$	<u><u>-</u></u>

Funds advanced	\$	466,055
Funds expended		<u>466,055</u>
Excess (deficiency) of funds advanced	\$	<u><u>-</u></u>

2. Costs incurred during the current audit period totaled \$4,930.
3. All costs have been paid and all related liabilities should be discharged through payment.
4. The Actual Modernization Cost Certificate, submitted to HUD, is in agreement with the Authority's records.

See auditor's report.

Housing Authority of the City of Carrollton
Carrollton, Georgia

Statement of Capital Fund Program Costs - Uncompleted

June 30, 2008

Annual Contributions Contract A – 3134

1. The capital fund program costs are as follows

	GA 116-501		
	2005	2007	2008
Funds approved	\$ 457,452	\$ 448,139	\$ 485,646
Funds expended	340,800	157,621	48,565
Excess (deficiency) of funds approved	<u>\$ 116,652</u>	<u>\$ 290,518</u>	<u>\$ 437,081</u>
Funds advanced	\$ 340,800	\$ 141,463	\$ 48,565
Funds expended	340,800	157,621	48,565
Excess (deficiency) of funds approved	<u>\$ -</u>	<u>\$ (16,158)</u>	<u>\$ -</u>

2. Costs incurred during the current audit period totaled:

GA 116-501 (2005)	\$ 18,273
GA 116-501 (2007)	\$ 157,621
GA 116-501 (2008)	\$ 48,565

See auditor's report.

Housing Authority of the City of Carrollton
Carrollton, Georgia

Statement of R.O.S.S Costs - Uncompleted

June 30, 2008

Annual Contributions Contract A – 3134

1. The R.O.S.S costs are as follows:

	13A0205	25A006	41A006	50A007
Funds approved	\$ 300,000	\$ 150,000	\$ 250,000	\$ 55,892
Funds expended	161,038	70,117	25,437	12,295
Excess of funds approved	\$ 138,962	\$ 79,883	\$ 224,563	\$ 43,597
Funds advanced	\$ 157,107	\$ 64,163	\$ 21,697	\$ 10,781
Funds expended	161,038	70,117	25,437	12,295
Deficiency of funds approved	\$ (3,931)	\$ (5,954)	\$ (3,740)	\$ (1,514)

2. Costs incurred during the current audit period totaled:

13A0205	\$	113,334
25A006	\$	57,085
41A006	\$	23,855
50A007	\$	12,295

See auditor's report.

Compliance and Other Matters

As a part of obtaining reasonable assurance about whether the Housing Authority of the City of Carrollton's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended for the information and use of the management of the Housing Authority of the City of Carrollton, the U.S. Department of Housing and Urban Development, and REAC and is not intended to be and should not be used by anyone other than these specified parties.



Barton, Gonzalez & Myers, P.A.
Certified Public Accountants

March 10, 2009

Internal Control Over Compliance

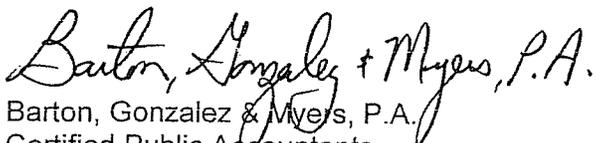
The management of the Housing Authority of the City of Carrollton is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal program. In planning and performing our audit, we considered the Authority's internal control over compliance with the requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

A control deficiency in the Authority's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. *A significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the Authority's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the Authority's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the Authority's internal control.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses, as defined above.

This report is intended for the information and use of the management of the Housing Authority of the City of Carrollton, the U.S. Department of Housing and Urban Development, and REAC and is not intended to be and should not be used by anyone other than these specified parties.


Barton, Gonzalez & Myers, P.A.
Certified Public Accountants
March 10, 2009

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Schedule of Findings and Questioned Costs

June 30, 2008

Section I - Summary of Auditor's Results:

Financial Statements

Type of report issued on the financial statements: Unqualified

Internal control over financial reporting:
Material weakness(es) identified? No
Significant deficiencies identified not considered
to be material weaknesses? None Reported

Noncompliance material to the financial statements noted? No

Federal Awards

Internal controls over major program:
Material weakness(es) identified? No
Significant deficiencies identified not considered
to be material weaknesses? None Reported

Type of report issued on the compliance for major program: Unqualified

Any audit findings disclosed that are required to be reported
in accordance with Circular A-133, Section .510(a)? No

Identification of major program: 14.850 Low-rent Housing Program
 14.871 Section 8 – Housing Choice Voucher
 93.235 Abstinence Education Program

Dollar threshold used to distinguish between
Type A and Type B programs: \$300,000

Did the Authority qualify as a low-risk auditee? No

Section II - Financial Statement Findings:

There were no findings relating to this area for the period ended June 30, 2008.

Section III - Federal Awards:

There were no findings relating to this area for the period ended June 30, 2008.

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Summary Schedule of Prior Year Findings

June 30, 2008

Finding

2007-1 Financial statements not accurate - cash

Statement of Condition

The Authority received \$30,000 on June 28, 2007 for operating subsidies from the U.S. Department of HUD. It was determined that this deposit was recorded as a receivable at June 30, 2007 instead of as a deposit. The effect of this condition is that cash is not being properly accounted for. All deposits on the bank statements were not reported as increases to cash. The error in recording this deposit indicates weaknesses in control procedures over cash that are significant deficiencies and material weaknesses.

Recommendation

The Authority should implement controls to ensure that cash is properly reconciled and fairly presented on the Authority's financial statements.

Current Status

This finding has been corrected.

2007-2 Actual expenses exceeded budgeted expenses

Statement of Condition

The Authority's low-rent housing program had a total budget overrun of \$43,409. Actual expenses exceeded budgeted expenses by this amount. The overruns were primarily for general expenses (\$12,998), ordinary maintenance (\$4,033), utilities (\$7,536), and administration (\$28,184). The overruns were only partially offset with tenant service expenses being under budget by \$9,342.

Recommendation

The Authority should implement controls to ensure that all expenses incurred are within budgeted amounts. Budget revisions should be prepared and approved, as necessary, to ensure that overruns do not occur.

Current Status

This finding has been determined not to be a finding due to the Authority allocating funds from other sources to cover budget overages that are necessary and unavoidable.

HOUSING AUTHORITY OF THE CITY OF CARROLLTON
Carrollton, Georgia

Summary Schedule of Prior Year Findings

June 30, 2008

2007-3 Unaudited Financial Data Schedule contained material errors

Statement of Condition

The Authority's unaudited data schedule submitted to REAC contained material errors. Numerous audit adjustments had to be made to cash, investments, receivables, debt, grant revenues, and expenses. It appears that proper care was not used by the Authority's fee accountant in preparing the unaudited financial data schedule submitted to REAC. There appears not to have been a review process in place that would have detected these errors.

Recommendation

The Authority should implement controls to ensure that the fee accountant prepares accurate financial statements and financial data schedules. A review process should be implemented by both the Authority and the fee accountant.

Current Status

This finding has been corrected.

2007-4 Section – 8 Housing Assistance payments not properly set aside for Section 8 – Housing Choice Voucher Program

Statement of Condition

The Authority's Section 8 Housing Choice Voucher Program is required to maintain housing assistance payments (HAP) equity as restricted cash and restricted net assets, per HUD PIH 2006-3 and 2008-9 (HA) notices. HAP equity (restricted net assets) should be fully funded with restricted cash on hand. The audit fieldwork disclosed that the Authority's housing assistance payments equity was \$153,046 and that restricted cash totaled \$151,665 at June 30, 2007. The difference of \$1,381 was not on hand within the program. It was included in the interfund receivable for this program, therefore, the \$1,381 was held in another program.

Recommendation

The Authority should implement controls to ensure that interfund accounts are not used to account for restricted funds. All restricted funds should be held within the applicable programs.

Current Status

This finding has been corrected.

Housing Authority of the City of Carrollton
Carrollton, Georgia

Schedule of Expenditures of Federal Awards

For the twelve months ended June 30, 2008

<u>FEDERAL GRANTOR</u>	<u>Federal CFDA Number</u>	<u>Program or Award Amount</u>	<u>Disbursements or Expenditures</u>
U. S. Department of HUD			
Public Housing:			
Low-rent Housing Program	* + 14.850	\$ 757,898	\$ 757,898
Capital Fund Program	** 14.872	229,389	229,389
Resident Opportunities Supportive Services	** 14.870	206,569	206,569
Housing Assistance Payments Program:			
Section 8 - Housing Choice Voucher	* + 14.871	870,727	870,727
Disaster Voucher Program	** 14.DVP	89,136	89,136
Total HUD		<u>2,153,719</u>	<u>2,153,719</u>
U.S. Department of Homeland Security (DHS)			
<i>Passed through United Way</i>			
Emergency Food and Shelter National Board Program	** 97.024	25,844	25,844
Disaster Housing Assistance Grant	** 97.109	128,834	128,834
Total DHS		<u>154,678</u>	<u>154,678</u>
U.S. Department of Health and Human Services			
Abstinence Education	* + 93.235	611,424	611,424
Total		<u>\$ 2,919,821</u>	<u>\$ 2,919,821</u>

This schedule includes the federal grant activity of the Housing Authority of the City of Carrollton and is presented on the full accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of the basic financial statements.

- * Type A Program
- ** Type B Program
- + Major Program

See auditor's report.

Financial Data Schedule

Line Item No.	Description	Project Totals	Program Totals	Central Office Cost Center	Subtotal	Elimination	Total
	Balance Sheet						
111	Cash-unrestricted	\$ 257,418	\$ 208,321	\$ -	\$ 465,739		\$ 465,739
112	Cash-restricted-modernization and development	\$ -	\$ -	\$ -	\$ -		\$ -
113	Cash-other restricted	\$ -	\$ 226,143	\$ -	\$ 226,143		\$ 226,143
114	Cash-tenant security deposits	\$ 23,666	\$ -	\$ -	\$ 23,666		\$ 23,666
115	Cash - Restricted for payment of current liability	\$ -	\$ -	\$ -	\$ -		\$ -
100	Total Cash	\$ 281,084	\$ 434,464	\$ -	\$ 715,548	\$ -	\$ 715,548
121	Accounts receivable - PHA projects	\$ -	\$ -	\$ -	\$ -		\$ -
122-010	Accounts receivable - HUD other projects - Operating Subsidy	\$ -	\$ -	\$ -	\$ -		\$ -
122-020	Accounts receivable - HUD other projects - Capital fund	\$ 64,723	\$ -	\$ -	\$ 64,723		\$ 64,723
122-030	Accounts receivable - HUD other projects - Other	\$ -	\$ -	\$ -	\$ -		\$ -
122	Accounts receivable - HUD other projects	\$ 64,723	\$ 15,140	\$ -	\$ 79,863		\$ 79,863
124	Account receivable - other government	\$ -	\$ 27,608	\$ -	\$ 27,608		\$ 27,608
125-010	Account receivable - miscellaneous - Not For Profit	\$ -	\$ -	\$ -	\$ -		\$ -
125-020	Account receivable - miscellaneous - Partnership	\$ -	\$ -	\$ -	\$ -		\$ -
125-030	Account receivable - miscellaneous - Joint Venture	\$ -	\$ -	\$ -	\$ -		\$ -
125-040	Account receivable - miscellaneous - Tax Credit	\$ -	\$ -	\$ -	\$ -		\$ -
125-050	Account receivable - miscellaneous - Other	\$ -	\$ 5,766	\$ -	\$ 5,766		\$ 5,766
125-060	Other - Comment	\$ -	\$ -	\$ -	\$ -		\$ -
125	Account receivable - miscellaneous	\$ -	\$ 5,766	\$ -	\$ 5,766		\$ 5,766
126	Accounts receivable - tenants	\$ 2,850	\$ 2,831	\$ -	\$ 5,681		\$ 5,681
126.1	Allowance for doubtful accounts - tenants	\$ (475)	\$ (1,200)	\$ -	\$ (1,675)		\$ (1,675)
126.2	Allowance for doubtful accounts - other	\$ -	\$ -	\$ -	\$ -		\$ -
127	Notes, Loans, & Mortgages Receivable - Current	\$ -	\$ -	\$ -	\$ -		\$ -
128	Fraud recovery	\$ -	\$ -	\$ -	\$ -		\$ -
128.1	Allowance for doubtful accounts - fraud	\$ -	\$ -	\$ -	\$ -		\$ -
129	Accrued interest receivable	\$ 40	\$ 158	\$ -	\$ 198		\$ 198
120	Total receivables, net of allowance for doubtful accounts	\$ 67,138	\$ 50,303	\$ -	\$ 117,441	\$ -	\$ 117,441
131	Investments - unrestricted	\$ 152,578	\$ 100,000	\$ -	\$ 252,578		\$ 252,578
132	Investments - restricted	\$ -	\$ -	\$ -	\$ -		\$ -
135	Investments - Restricted for payment of current liability	\$ -	\$ -	\$ -	\$ -		\$ -
142	Prepaid expenses and other assets	\$ 72,058	\$ 11,160	\$ -	\$ 83,218		\$ 83,218
143	Inventories	\$ 20,779	\$ -	\$ -	\$ 20,779		\$ 20,779
143.1	Allowance for obsolete inventories	\$ (1,039)	\$ -	\$ -	\$ (1,039)		\$ (1,039)
144	Inter program - due from	\$ 56,731	\$ 136,281	\$ -	\$ 193,012	\$ -193,012	\$ -
145	Assets held for sale	\$ -	\$ -	\$ -	\$ -		\$ -
150	Total Current Assets	\$ 649,329	\$ 732,208	\$ -	\$ 1,381,537	\$ (193,012)	\$ 1,188,525
161	Land	\$ 176,005	\$ 490,300	\$ -	\$ 666,305		\$ 666,305
162	Buildings	\$ 9,537,732	\$ 1,882,865	\$ -	\$ 11,420,597		\$ 11,420,597
163	Furniture, equipment and machinery - dwellings	\$ -	\$ -	\$ -	\$ -		\$ -
164	Furniture, equipment and machinery - administration	\$ 232,127	\$ 228,310	\$ -	\$ 460,437		\$ 460,437
165	Leasehold improvements	\$ -	\$ -	\$ -	\$ -		\$ -
166	Accumulated depreciation	\$ (6,521,607)	\$ (770,296)	\$ -	\$ (7,291,903)		\$ (7,291,903)
167	Construction in progress	\$ -	\$ -	\$ -	\$ -		\$ -
168	Infrastructure	\$ -	\$ -	\$ -	\$ -		\$ -
160	Total capital assets, net of accumulated depreciation	\$ 3,424,257	\$ 1,831,179	\$ -	\$ 5,255,436	\$ -	\$ 5,255,436
171-010	Notes, Loans, & mortgages receivable - Non-current - Not For Profit	\$ -	\$ -	\$ -	\$ -		\$ -

171-020	Notes, Loans, & mortgages receivable - Non-current - Partnership	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
171-030	Notes, Loans, & mortgages receivable - Non-current - Joint Venture	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
171-040	Notes, Loans, & mortgages receivable - Non-current - Tax Credit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
171-050	Notes, Loans, & mortgages receivable - Non-current - Other	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
171-060	Other - Comment	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
171	Notes, Loans, & mortgages receivable - Non-current	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
172-010	Notes, Loans, & mortgages receivable - Non-current - past due - Not For Profit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
172-020	Notes, Loans, & mortgages receivable - Non-current - Partnership	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
172-030	Notes, Loans, & mortgages receivable - Non-current - Joint Venture	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
172-040	Notes, Loans, & mortgages receivable - Non-current - Tax Credit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
172-050	Notes, Loans, & mortgages receivable - Non-current - Other	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
172-060	Other - Comment	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
172	Notes, Loans, & mortgages receivable - Non-current - past due	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
173	Grants receivable - Non-current	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
174-010	Other assets - Not For Profit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
174-020	Other assets - Partnership	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
174-030	Other assets - Joint Venture	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
174-040	Other assets - Tax Credit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
174-050	Other assets - Other	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
174-060	Other - Comment	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
174	Other assets	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
176-010	Investment in Joint venture - Not For Profit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
176-020	Investment in Joint venture - Partnership	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
176-030	Investment in Joint venture - Joint Venture	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
176-040	Investment in Joint venture - Tax Credit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
176-050	Investment in Joint venture - Other	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
176-060	Other - Comment	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
176	Investment in joint venture	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
180	Total Non-current Assets	\$	3,424,257	\$	1,831,179	\$	-	\$	-	\$	5,255,436	\$	-
190	Total Assets	\$	4,073,586	\$	2,563,387	\$	-	\$	-	\$	6,636,973	\$	(193,012)

311	Bank overdraft	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
312	Accounts payable <= 90 days	\$	33,959	\$	36,967	\$	-	\$	-	\$	72,926	\$	-
313	Accounts payable > 90 days past due	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
321	Accrued wage/payroll taxes payable	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
322	Accrued compensated absences - current portion	\$	20,878	\$	5,595	\$	-	\$	-	\$	26,473	\$	-
324	Accrued contingency liability	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
325	Accrued interest payable	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
331-010	Accounts payable - HUD PHA Programs - Operating Subsidy	\$	-	\$	5,099	\$	-	\$	-	\$	5,099	\$	-
331-020	Accounts payable - HUD PHA Programs - Capital fund	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
331-030	Accounts payable - HUD PHA Programs - Other	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
331	Accounts payable - HUD PHA Programs	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
332	Accounts payable - PHA Projects	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
333	Accounts payable - other government	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
341	Tenant security deposits	\$	19,879	\$	-	\$	-	\$	-	\$	19,879	\$	-
342-010	Deferred revenue - Operating Subsidy	\$	23,666	\$	8,626	\$	-	\$	-	\$	32,292	\$	-
342-020	Deferred revenue - Capital fund	\$	68,700	\$	-	\$	-	\$	-	\$	68,700	\$	-
342-030	Deferred revenue - Other	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
342	Deferred revenue	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
343-010	CFPP	\$	68,700	\$	-	\$	-	\$	-	\$	68,700	\$	-
343-020	Capital Projects/ Mortgage Revenue	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
343	Current portion of long-term debt - capital projects/mortgage revenue bonds	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
344	Current portion of long-term debt - operating borrowings	\$	-	\$	30,433	\$	-	\$	-	\$	30,433	\$	-
345	Other current liabilities	\$	4,717	\$	60	\$	-	\$	-	\$	4,777	\$	-

346	Accrued liabilities - other	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
347	Inter program - due to	\$	-	\$	193,012	\$	-	\$	193,012	\$	-	\$	-
348-010	Loan liability - current - Not For Profit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
348-020	Loan liability - current - Partnership	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
348-030	Loan liability - current - Joint Venture	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
348-040	Loan liability - current - Tax Credit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
348-050	Loan liability - current - Other	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
348-060	Other - Comment	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
348	Loan liability - current	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
310	Total Current Liabilities	\$	171,799	\$	281,792	\$	-	\$	453,591	\$	(193,012)	\$	260,579

351-010	Long-term debt - CFFP	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
351-020	Long-term - Capital Projects/ Mortgage Revenue	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
351	Capital Projects/ Mortgage Revenue Bonds	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
352	Long-term debt, net of current - operating borrowings	\$	-	\$	857,022	\$	-	\$	857,022	\$	-	\$	857,022
353	Non-current liabilities - other	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
354	Accrued compensated absences- Non-current	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
355-010	Loan liability - Non-current - Not For Profit	\$	187,903	\$	56,635	\$	-	\$	244,538	\$	-	\$	244,538
355-020	Loan liability - Non-current - Partnership	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
355-030	Loan liability - Non-current - Joint Venture	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
355-040	Loan liability - Non-current - Tax Credit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
355-050	Loan liability - Non-current - Other	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
355-060	Other - Comment	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
355	Loan liability - Non-current	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
356	FASB 5 Liabilities	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
357	Accrued Pension and OPEB Liability	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
350	Total Non-current liabilities	\$	187,903	\$	913,657	\$	-	\$	1,101,560	\$	-	\$	1,101,560

300	Total Liabilities	\$	359,702	\$	1,195,449	\$	-	\$	1,555,151	\$	(193,012)	\$	1,362,139
508.1	Invested in capital assets, net of related debt	\$	3,424,257	\$	943,724	\$	-	\$	4,367,981	\$	-	\$	4,367,981
511.1	Restricted Net Assets	\$	-	\$	188,934	\$	-	\$	188,934	\$	-	\$	188,934
512.1	Unrestricted Net Assets	\$	289,627	\$	235,280	\$	-	\$	524,907	\$	-	\$	524,907
513	Total Equity/Net Assets	\$	3,713,884	\$	1,367,938	\$	-	\$	5,081,822	\$	-	\$	5,081,822
600	Total Liabilities and Equity/Net assets	\$	4,073,586	\$	2,563,387	\$	-	\$	6,636,973	\$	(193,012)	\$	6,443,961

Income Statement													
70300	Net tenant rental revenue	\$	359,307	\$	213,050	\$	-	\$	572,357	\$	-	\$	572,357
70400	Tenant revenue - other	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70500	Total Tenant Revenue	\$	359,307	\$	213,050	\$	-	\$	572,357	\$	-	\$	572,357

70600-010	Housing assistance payments	\$	-	\$	786,506	\$	-	\$	786,506	\$	-	\$	786,506
70600-020	Ongoing administrative fees earned	\$	-	\$	76,335	\$	-	\$	76,335	\$	-	\$	76,335
70600-030	Hard to house fee revenue	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70600-031	FSS Coordinator	\$	-	\$	7,886	\$	-	\$	7,886	\$	-	\$	7,886
70600-040	Actual independent public accountant audit costs	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70600-050	Total preliminary fees earned	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70600-060	All other fees	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70600-070	Admin fee calculation description	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70600	HUD PHA operating grants	\$	987,287	\$	1,295,266	\$	-	\$	2,282,553	\$	-	\$	2,282,553
70610	Capital grants	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

70710	Management Fee	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70720	Asset Management Fee	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70730	Book-Keeping Fee	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70740	Front-Line Service Fee	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70750	Other Fees	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70700	Total Fee Revenue	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70800	Other government grants	\$	7,560	\$	670,076	\$	-	\$	677,636	\$	-	\$	677,636
71100-010	Housing Assistance Payment	\$	-	\$	2,739	\$	-	\$	2,739	\$	-	\$	2,739
71100-020	Administrative Fee	\$	-	\$	484	\$	-	\$	484	\$	-	\$	484
71100	Investment income - unrestricted	\$	13,630	\$	9,631	\$	-	\$	23,261	\$	-	\$	23,261
71200	Mortgage interest income	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
71300	Proceeds from disposition of assets held for sale	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
71310	Cost of sale of assets	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
71400-010	Housing Assistance Payment	\$	-	\$	1,411	\$	-	\$	1,411	\$	-	\$	1,411
71400-020	Administrative Fee	\$	-	\$	1,411	\$	-	\$	2,822	\$	-	\$	2,822
71400	Fraud recovery	\$	-	\$	2,822	\$	-	\$	62,858	\$	-	\$	62,858
71500	Other revenue	\$	43,730	\$	19,128	\$	-	\$	-	\$	-	\$	-
71600	Gain or loss on sale of capital assets	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
72000-010	Housing Assistance Payment	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
72000-020	Administrative Fee	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
72000	Investment income - restricted	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
70000	Total Revenue	\$	1,411,514	\$	2,209,973	\$	-	\$	3,621,487	\$	-	\$	3,621,487
91100	Administrative salaries	\$	176,708	\$	94,369	\$	-	\$	271,077	\$	-	\$	271,077
91200	Auditing fees	\$	7,054	\$	4,746	\$	-	\$	11,800	\$	-	\$	11,800
91300	Management Fee	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
91310	Book-Keeping Fee	\$	-	\$	1,219	\$	-	\$	1,219	\$	-	\$	1,219
91400	Advertising and Marketing	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
91500	Employee benefit contributions - administrative	\$	85,876	\$	23,699	\$	-	\$	109,575	\$	-	\$	109,575
91600	Office Expenses	\$	106,391	\$	3,944	\$	-	\$	110,335	\$	-	\$	110,335
91700	Legal Expense	\$	497	\$	-	\$	-	\$	497	\$	-	\$	497
91800	Travel	\$	18,708	\$	-	\$	-	\$	18,708	\$	-	\$	18,708
91810	Allocated Overhead	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
91900	Other	\$	79,066	\$	21,447	\$	-	\$	100,513	\$	-	\$	100,513
91000	Total Operating-Administrative	\$	474,300	\$	149,424	\$	-	\$	623,724	\$	-	\$	623,724
92000	Asset Management Fee	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
92100	Tenant services - salaries	\$	45,175	\$	291,188	\$	-	\$	336,363	\$	-	\$	336,363
92200	Relocation Costs	\$	1,394	\$	-	\$	-	\$	1,394	\$	-	\$	1,394
92300	Employee benefit contributions - tenant services	\$	21,960	\$	65,406	\$	-	\$	87,366	\$	-	\$	87,366
92400	Tenant services - other	\$	9,217	\$	454,348	\$	-	\$	463,565	\$	-	\$	463,565
92500	Total Tenant Services	\$	77,746	\$	810,942	\$	-	\$	888,688	\$	-	\$	888,688
93100	Water	\$	64,391	\$	6,407	\$	-	\$	70,798	\$	-	\$	70,798
93200	Electricity	\$	24,768	\$	189	\$	-	\$	24,957	\$	-	\$	24,957
93300	Gas	\$	12,994	\$	49	\$	-	\$	13,043	\$	-	\$	13,043
93400	Fuel	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
93500	Labor	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
93600	Sewer	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
93700	Employee benefit contributions - utilities	\$	58,364	\$	5,345	\$	-	\$	63,709	\$	-	\$	63,709
93800	Other utilities expense	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
93000	Total Utilities	\$	160,517	\$	11,990	\$	-	\$	172,507	\$	-	\$	172,507

94100	Ordinary maintenance and operations - labor	\$	167,311	\$	18,759	\$	186,070	\$	186,070
94200	Ordinary maintenance and operations - materials and other	\$	77,554	\$	5,773	\$	83,327	\$	83,327
94300-010	Ordinary Maintenance and Operations Contracts - Garbage and Trash Removal Contracts	\$	64,272	\$	-	\$	64,272	\$	64,272
94300-020	Ordinary Maintenance and Operations Contracts - Heating & Cooling Contracts	\$	-	\$	-	\$	-	\$	-
94300-030	Ordinary Maintenance and Operations Contracts - Snow Removal Contracts	\$	-	\$	-	\$	-	\$	-
94300-040	Ordinary Maintenance and Operations Contracts - Elevator Maintenance Contracts	\$	-	\$	-	\$	-	\$	-
94300-050	Ordinary Maintenance and Operations Contracts - Landscape & Grounds Contracts	\$	-	\$	-	\$	-	\$	-
94300-060	Ordinary Maintenance and Operations Contracts - Unit Turnaround Contracts	\$	-	\$	-	\$	-	\$	-
94300-070	Ordinary Maintenance and Operations Contracts - Electrical Contracts	\$	-	\$	-	\$	-	\$	-
94300-080	Ordinary Maintenance and Operations Contracts - Plumbing Contracts	\$	-	\$	-	\$	-	\$	-
94300-090	Ordinary Maintenance and Operations Contracts - Extermination Contracts	\$	-	\$	-	\$	-	\$	-
94300-100	Ordinary Maintenance and Operations Contracts - Janitorial Contracts	\$	-	\$	-	\$	-	\$	-
94300-110	Ordinary Maintenance and Operations Contracts - Routine Maintenance Contracts	\$	106,756	\$	-	\$	106,756	\$	106,756
94300-120	Ordinary Maintenance and Operations Contracts - Misc Contracts	\$	-	\$	47,708	\$	47,708	\$	47,708
94300	Ordinary Maintenance and Operations Contracts	\$	171,028	\$	47,708	\$	218,736	\$	218,736
94500	Employee benefit contribution - ordinary maintenance	\$	81,317	\$	5,199	\$	86,516	\$	86,516
94000	Total Maintenance	\$	497,210	\$	77,439	\$	574,649	\$	574,649
95100	Protective services - labor	\$	-	\$	-	\$	-	\$	-
95200	Protective services - other contract costs	\$	-	\$	-	\$	-	\$	-
95300	Protective services - other	\$	-	\$	-	\$	-	\$	-
95500	Employee benefit contributions - protective services	\$	-	\$	-	\$	-	\$	-
95000	Total Protective Services	\$	-	\$	-	\$	-	\$	-
96110	Property Insurance	\$	107,563	\$	13,177	\$	120,740	\$	120,740
96120	Liability Insurance	\$	-	\$	260	\$	260	\$	260
96130	Workmen's Compensation	\$	-	\$	-	\$	-	\$	-
96140	All other Insurance	\$	-	\$	-	\$	-	\$	-
96100	Total Insurance Premiums	\$	107,563	\$	13,437	\$	121,000	\$	121,000
96200	Other general expenses	\$	-	\$	-	\$	-	\$	-
96210	Compensated absences	\$	22,431	\$	20,836	\$	43,267	\$	43,267
96300	Payments in lieu of taxes	\$	19,879	\$	-	\$	19,879	\$	19,879
96400	Bad debt - tenant rents	\$	8,893	\$	3,803	\$	12,696	\$	12,696
96500	Bad debt - mortgages	\$	-	\$	-	\$	-	\$	-
96600	Bad debt - other	\$	-	\$	-	\$	-	\$	-
96800	Severance expense	\$	-	\$	-	\$	-	\$	-
96000	Total Other General Expenses	\$	51,203	\$	24,639	\$	75,842	\$	75,842
96710	Interest of Mortgage (or Bonds) Payable	\$	-	\$	61,046	\$	61,046	\$	61,046
96720	Interest on Notes Payable (Short and Long Term)	\$	-	\$	-	\$	-	\$	-
96730	Amortization of Bond Issue Costs	\$	-	\$	-	\$	-	\$	-
96700	Total Interest Expense and Amortization Cost	\$	-	\$	61,046	\$	61,046	\$	61,046
96900	Total Operating Expenses	\$	1,368,539	\$	1,148,917	\$	2,517,456	\$	2,517,456
97000	Excess Revenue Over Operating Expenses	\$	42,975	\$	1,061,056	\$	1,104,031	\$	1,104,031

11170-021	IFSS Coordinator Grant	\$	-	\$	7,886	\$	-	\$	7,886	\$	7,886	\$	7,886
11170-030	Audit Costs	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11170-040	Investment Income	\$	-	\$	484	\$	-	\$	484	\$	484	\$	484
11170-045	Fraud Recovery Revenue	\$	-	\$	1,411	\$	-	\$	1,411	\$	1,411	\$	1,411
11170-050	Other Revenue	\$	-	\$	1,874	\$	-	\$	1,874	\$	1,874	\$	1,874
11170-051	Comment for Other Revenue	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11170-060	Total Admin Fee Revenues	\$	-	\$	87,990	\$	-	\$	87,990	\$	87,990	\$	87,990
11170-080	Total Operating Expenses	\$	-	\$	59,597	\$	-	\$	59,597	\$	59,597	\$	59,597
11170-090	Depreciation	\$	-	\$	235	\$	-	\$	235	\$	235	\$	235
11170-095	Housing Assistance Portability In	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11170-100	Other Expenses	\$	-	\$	5,274	\$	-	\$	5,274	\$	5,274	\$	5,274
11170-101	Comment for Other Expense	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11170-110	Total Expenses	\$	-	\$	65,106	\$	-	\$	65,106	\$	65,106	\$	65,106
11170-002	Net Administrative Fee	\$	-	\$	22,884	\$	-	\$	22,884	\$	22,884	\$	22,884
11170-003	Administrative Fee Equity- Ending Balance	\$	-	\$	52,875	\$	-	\$	52,875	\$	52,875	\$	52,875
11170	Administrative Fee Equity	\$	-	\$	52,875	\$	-	\$	52,875	\$	52,875	\$	52,875

11180-001	Housing Assistance Payments Equity - Beginning Balance	\$	-	\$	153,046	\$	-	\$	153,046	\$	153,046	\$	153,046
11180-010	Housing Assistance Payment Revenues	\$	-	\$	786,506	\$	-	\$	786,506	\$	786,506	\$	786,506
11180-015	Fraud Recovery Revenue	\$	-	\$	1,411	\$	-	\$	1,411	\$	1,411	\$	1,411
11180-020	Other Revenue	\$	-	\$	3,805	\$	-	\$	3,805	\$	3,805	\$	3,805
11180-021	Comment for Other Revenue	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11180-025	Investment Income	\$	-	\$	2,739	\$	-	\$	2,739	\$	2,739	\$	2,739
11180-030	Total HAP Revenues	\$	-	\$	794,461	\$	-	\$	794,461	\$	794,461	\$	794,461
11180-080	Housing Assistance Payments	\$	-	\$	758,573	\$	-	\$	758,573	\$	758,573	\$	758,573
11180-090	Other Expenses	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11180-091	Comments for Other Expenses	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11180-100	Total Housing Assistance Payments Expenses	\$	-	\$	758,573	\$	-	\$	758,573	\$	758,573	\$	758,573
11180-002	Net Housing Assistance Payments	\$	-	\$	35,888	\$	-	\$	35,888	\$	35,888	\$	35,888
11180-003	Housing Assistance Payments Equity-Ending Balance	\$	-	\$	188,934	\$	-	\$	188,934	\$	188,934	\$	188,934
11180	Housing Assistance Payments Equity	\$	-	\$	188,934	\$	-	\$	188,934	\$	188,934	\$	188,934

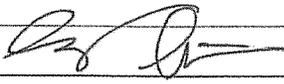
11190-210	Total ACC HCV Units	0	0	1359	0	1359	0	1359	0	1359	0	1359	
11190-220	Unfunded Units	0	0	0	0	0	0	0	0	0	0	0	
11190-230	Other Adjustments	0	0	0	0	0	0	0	0	0	0	0	
11190	Unit Months Available	3294	3172	2145	1951	5439	5123	5439	5123	5439	5123	5439	
11210	Unit Months Leased	3172	3172	1951	1951	5123	5123	5123	5123	5123	5123	5123	
11270	Excess Cash	\$	385,732	\$	-	\$	-	\$	385,732	\$	385,732	\$	385,732

11610	Land Purchases	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11620	Building Purchases	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11630	Furniture & Equipment-Dwelling Purchases	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11640	Furniture & Equipment-Administrative Purchases	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11650	Leasehold Improvements Purchases	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
11660	Infrastructure Purchases	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
13510	CFFP Debt Service Payments	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
13901	Replacement Housing Factor Funds	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

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 side for Instructions and Public Reporting burden statement)

1. Type of Federal Action <input checked="" 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 checked="" type="checkbox"/> a. bid/offer/application b. initial award c. post-award	3. Report Type <input checked="" type="checkbox"/> a. initial filing b. material change For Material Change Only year (yyyy) _____ quarter _____ date of last report (mm/dd/yyyy) _____
4. Name and Address of Reporting Entity <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Carrollton Housing Authority 1 Roop Street Carrollton, GA 30017 Congressional District, if known _____	5. If Reporting Entity in No. 4 is Subawardee, enter Name and Address of Prime n/a Congressional District, if known _____	
6. Federal Department/Agency United States Department of Housing and Urban Development	7. Federal Program Name/Description Public Housing Capital Fund Program CFDA Number, if applicable _____	
8. Federal Action Number, if known n/a	9. Award Amount, if known \$ _____ n/a	
10a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI) n/a	b. Individuals Performing Services (including address if different from No. 10a.) (last name, first name, MI) n/a	
(attach continuation sheet(s) if necessary)		
11. Amount of Payment (check all that apply) \$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned	13. Type of Payment (check all that apply) <input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other (specify) _____	
12. Form of Payment (check all that apply) <input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ value _____		
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment Indicated in Item 11 (attach continuation sheet(s) if necessary)		
15. Continuation sheets attached <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
16. Information requested through this form is authorized by Sec.319, Pub. L. 101-121, 103 Stat. 750, as amended by sec. 10; Pub. L. 104-65, Stat. 700 (31 U.S.C. 1352). This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semiannually and 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  Print Name <u>Charles Griffin</u> Title <u>Executive Director</u> Telephone No. <u>770-834-2046</u> Date (mm/dd/yyyy) <u>04/16/2010</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form-LLL (7/97)

PHA Certifications of Compliance with PHA Plans and Regulated Regulations

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

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 X Annual PHA Plan for the PHA fiscal year beginning 7/1/2010, 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 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 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 of 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 principle 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.

Carrollton Housing Authority

GA 116

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2010 - 2014

Annual PHA Plan for Fiscal Year 2010

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

Name of Authorized Official <i>Donna T. Moses,</i>	Title Board Chairman
Signature <i>[Handwritten Signature]</i>	Date <i>4/16/10</i>

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Carrollton Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing Capital Fund Program

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.)

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

Charles Griffin

Title

Executive Director

Signature

Date

09/10/2010

X

**Certification of Payments
to Influence Federal Transactions**

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

Applicant Name
Carrollton 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 Charles Griffin	Title Executive Director
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Signature 	Date (mm/dd/yyyy) 04/16/2010
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