

# 2010 AGENCY PLAN

*Housing Authority  
Of  
Prince George's County, Maryland*

*Department of Housing and Community  
Development*

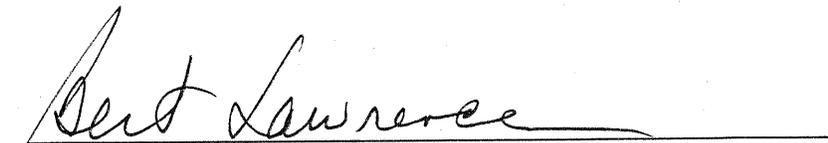
*PHA Plans  
5 Year Plan for Fiscal Years 2010 – 2014  
Annual Plan For Fiscal Year 2010*

*James E. Johnson  
Executive Director*

HOUSING AUTHORITY OF PRINCE GEORGE'S COUNTY  
RESOLUTION NO. LHA 1239

PHA CERTIFICATIONS OF COMPLIANCE WITH THE PHA PLANS AND  
RELATED REGULATIONS BOARD RESOLUTION TO ACCOMPANY THE  
PHA PLAN

I certify that I have personally reviewed the statements and schedules contained herewith and that all the information stated within, as well as any information provided in the accompaniment herewith, is true and accurate to the best of my knowledge and belief.

  
Bert Lawrence, Manager  
Housing Assistance Division  
Housing Authority of Prince George's County, Maryland

**HOUSING AUTHORITY OF PRINCE GEORGE'S  
COUNTY RESOLUTION NO. LHA 1239**

**PHA CERTIFICATIONS OF COMPLIANCE WITH THE PHA PLANS  
AND RELATED REGULATIONS  
BOARD RESOLUTION TO ACCOMPANY THE PHA PLAN**

Acting on behalf of the Board of Commissioners of the Housing Authority of Prince George's County as its Chairman, I approve the submission of the Annual Plan for PHA fiscal year beginning July 1, 2010, hereinafter referred to as the Plan of which this document is a part and make the following certifications and agreements with the U.S. 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 the 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 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 (24CFR 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.

**Meeting 3/22/2010**

4. 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.
5. 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.
6. 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.
7. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2)
  - 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 measure to assure that such waiting list is consistent with affirmatively furthering fair housing;

Meeting 3/22/2010

- 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(a)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
  9. 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.
  10. 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 impending regulation at 24 CFR Part 135.
  11. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 21, Subpart F.
  12. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions in accordance with the Byrd amendment and implementing regulations at 49 CFR Part 24.
  13. 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.
  14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

**Meeting 3/22/2010**

15. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
16. 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.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribe Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
20. The PHA will undertake any activities and programs covered by the Plan in a manner consistent with its Plan and will utilize Capital Grant Funds only for activities that are approvable under the regulations and included in its Plan.
21. 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 attachments 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.

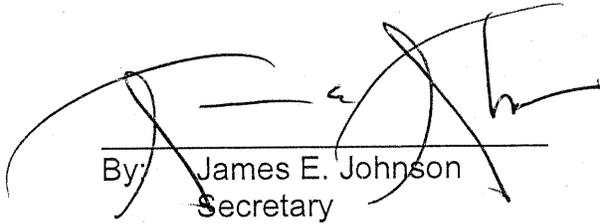
Meeting 3/22/2010

This Resolution shall be effective as of the date of its adoption.

Adopted this 22<sup>nd</sup> day of March 2010.

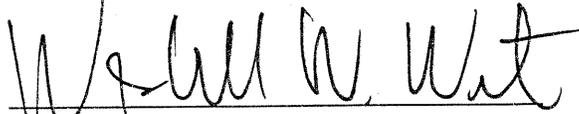
(SEAL)  
ATTEST:

HOUSING AUTHORITY OF  
PRINCE GEORGE'S COUNTY,  
MARYLAND

  
By: James E. Johnson  
Secretary

  
By: LeRoy E. Brown  
Chairman

Approved for Legal Sufficiency

  
By: Wendell W. Webster  
Webster, Fredrickson, Henrichsen, Correia & Puth, PPLC  
Commission Counsel

## Certification Regarding Lobbying

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 any 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 any 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-LL, "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 grant, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of Fact upon 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 1342, 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 \$100,000 for each such failure.

Signature of PHA  
Representative:

\_\_\_\_\_  
James E. Johnson  
Executive Director

Name of HA:

Prince George's County Housing Authority

Name of Signatory  
(Print or Type):

James E. Johnson

Date Signed:

\_\_\_\_\_

# Civil Rights Certification

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

## Civil Rights Certification

### Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

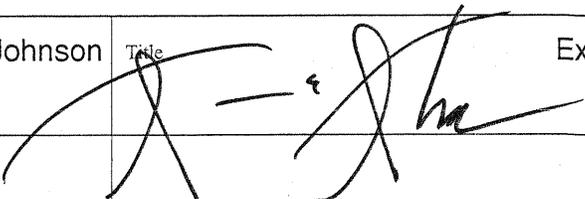
The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Housing Authority of Prince George's County

MD39-P015

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)	
Name of Authorized Official	James E. Johnson
Title	Executive Director
Signature	
Date	03/15/2010

# Certification of Payments to Influence Federal Transactions

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

Applicant Name

Housing Authority of Prince George's County

Program/Activity Receiving Federal Grant Funding

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

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

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

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

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

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

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

Name of Authorized Official

James E. Johnson

Title

Executive Director

Signature

Date (mm/dd/yyyy)

03/15/2010

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

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the  5-Year and/or  Annual PHA Plan for the PHA fiscal year beginning July 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 certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

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

Housing Authority of Prince George's County

MD39-P015

PHA Name

PHA Number/HA Code

X \_\_\_\_\_ 5-Year PHA Plan for Fiscal Years 20<sup>10</sup> - 20<sup>14</sup> \_\_\_\_\_

X \_\_\_\_\_ Annual PHA Plan for Fiscal Years 20<sup>10</sup> - 20 \_\_\_\_\_

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

Name of Authorized Official

James E. Johnson

Title

Executive Director

Signature

Date

March 15, 2010

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Housing Authority of Prince George's county

Program/Activity Receiving Federal Grant Funding

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)

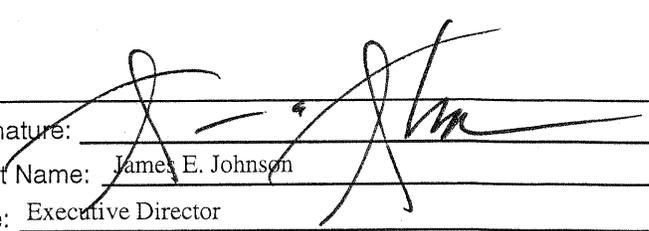
Name of Authorized Official James E. Johnson	Title Executive Director
Signature	Date March 15, 2010

X

## DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse for public burden disclosure.)

Approved by OMB  
0348-0046

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known: 4c		<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known:
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$ _____	
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI):	<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI):	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: James E. Johnson Title: Executive Director Telephone No.: (301) 883-5531      Date: 03/15/2010	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

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

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# PHA Plans

5 Year Plan for Fiscal Years 2010 - 2014

Annual Plan for Fiscal Year 2010

*(md015v02 -03/12/2010®)*

New Template: form HUD 50075  
©06/24/2010

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

**PHA Name:** Housing Authority of Prince George's County

**PHA Number:** MD39-P015 (MD015)

**PHA Fiscal Year Beginning:** 07/2010 (07/01/2010 – 06/30/2014)

**Annual Plan Type:**

**Standard Plan**

**5.0 Five-Year Plan:**

**5-YEAR PLAN (ROLLING-BASE)  
PHA FISCAL YEARS 2010 – 2014  
[24 CFR Part 903.5]**

**5-Year & Annual Agency Plan**

**PLAN INTRODUCTION**

The 5-Year Plan describes the Housing Authority of Prince George's County's goals and objectives to address priority needs related to decent, sanitary and affordable housing. The County supports HUD's goal to develop a suitable living environment that will benefit low and moderate-income persons. The specific objectives of this Plan are consistent with the County's Consolidate Plan which are to:

- Provide supportive services to homeless populations;
- Provide supportive housing services to non-homeless populations with special needs;
- Improve and/or expand community facilities and infrastructure for residents; and
- Provide new and/or improved public services for residents.

Over the next 5-Years, the priorities of the County's Consolidated Plan remain consistent with HUD's strategic Goals and Objectives and those emphasized in recent legislation. A summary of those priorities are:

Goal 1: To stabilize and increase housing opportunities for low and moderate-income households, homeless individuals and families, persons at risk of becoming homeless and non-homeless persons with special needs.

Goal 2: To improve the safety and livability of neighborhoods principally for low and moderate-income persons.

Goal 3: To support employment opportunities for low and moderate-income persons, small businesses, and community revitalization activities by creating and/or job retentions, and small business assistance.

### **Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provided is a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Housing Authority of Prince George's County has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998, the ensuing HUD requirements and is consistent with the Prince George's County 5-Year Consolidated Plan. The Executive Summary addresses plans for the 2010 Fiscal Year and accomplishments for FYE2009.

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

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

8. Create safe, well planned, attractive residential communities

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

<b>FYB 2010</b>
<p><b>GOAL 1</b> Achieve financial stability in the entire Department.</p>
<p><b>GOAL 2</b> Continue to execute Information Technology (IT) Plan to maximize the use of the IT System so that it enables and empowers users to accomplish their tasks.</p>
<p><b>GOAL 3</b> Continue developing a strategic plan that analyzes the Department's human resources and organizational structure.</p>
<p><b>GOAL 4</b> Develop more effective communication between divisions, employees, Office of the County Executive and the general public.</p>
<p><b>GOAL 5</b> Continue implementing programs that result in improved quantitative measurements.</p>
<p><b>GOAL 6</b> Continue implementing quality single and multi-family developments that improves the quality of life for the citizens of Prince George's County.</p>

## 5.1 MISSION

### PHA's Mission

- The mission of the Housing Authority of Prince George's County, is to expand access to a broad range of quality housing, create safe, well planned, attractive residential communities and enable families to become self-sufficient and communities to become stable.

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

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

## 5.2 GOALS AND OBJECTIVES

### PHA's Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. Additionally, the Housing Authority has identified quantifiable measures of success in reaching its' objectives over the course of the 5Years.

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
  - Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - HA has: Multi-Family Tax Exempt Bond and Second Mortgage Home Programs.
- PHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve public housing management:
  - Improve voucher management: (through quality control inspections)
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions: (e.g., public housing finance; voucher unit inspections; REAC inspections)

- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing: (McGuire House Demolition, 02/04/2008)
- Provide replacement vouchers:

- PHA Goal: Increase assisted housing choices  
Objectives:
  - Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords
  - Implement voucher homeownership program:
  - Increase project-based vouchers – Target the elderly.

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

- PHA Goal: Provide an improved living environment  
Objectives:
  - Implement public housing security improvements:
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - Encourage deconcentration through landlord and client briefing materials

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - Increase the number and percentage of employed persons in assisted families:
  - Provide or attract supportive services to improve assistance recipients' employability:
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Continue affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

- Maintain affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

## PHA's Objectives

### HOUSING AUTHORITY – PROJECT MEASUREMENTS

#### 1. Develop or Dispose of Authority Owned Property

- Develop disposition strategy for surplus properties held in the inventory.
- Sell less valuable properties at not less than market value. Proceeds from the sell of public housing properties will be used towards public housing locations operations.

#### 2. Execute Memorandum of Understanding between the U. S. Department Housing and Urban Development (HUD) and Prince George's County, Maryland to include the following.

- Seek leasable surplus residential properties that County holds options on and rent them for affordable housing and authority retained income.

#### 3. Improve Program Management and Administration

- Improve Standard Performer rating as observed by HUD for Housing Choice Voucher Program through continual monitoring of SEMAP indicators.
- Improve HUD designated Public Housing Assessment System (PHAS) Performance rating for the Housing Authority.
- Receive a HUD Real Estate Center (REAC) physical inspection overall score of no less than 85%.
- Improve internal processes and procedures will be updated and streamlined to decrease the workload of current staff.
- Ensure the lease-up process is implemented to maintain a 95-98% compliance rate.
- Conduct mandatory landlord seminars to ensure a better understanding of the program.
- Update format of monthly reports to monitor project performance as related to Asset Management.
- Review inspection contracts and RFPs to ensure compliance with HUD's HQS/UPCS requirements.
- Review and select Windows-based software for use with the administration and daily operations.

- Improve Form HUD-50058 reporting rate for both public housing and HCV at time of annual assessment to 95 percent or higher.

#### **4. Improve Property Management**

- Improve unit turn around, lease-up and make ready days by 2.5% each quarter.
- Respond and close 100% of all work orders to abate exigent conditions within 24 hours, routine within 5 days and extraordinary within 30 days.
- Process and close no less than 1,200 work orders with less than a 10% call-back rate.
- **Manage completion of approximately \$3,000,000.00 of construction/rehabilitation.**
- Complete 100% of all renovation/construction projects on time and with less than a 15% variance in project budget and cost change orders.

#### **5. Complete Staff Reorganization**

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

#### **6. Continue Staff Training**

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

#### **7. Increase Resident/Client Services**

- Provide 2080 units of resident services.
- Serve 3000 hot meals at the 1100 Owens Road Nutrition Site.
- Increase FSS participatory enrollment by 25%.
- Hold FSS and homeownership graduation ceremony for successful participants.
- Provide staff and RAB with additional resident training/seminars.

#### **8. Improve Risk Management**

- Participate in the annual Housing Authority Insurance Risk Control Management Program that includes a systematic and continuous identification of loss exposure, and an emphasis on reducing losses due to accidents, incidents, or behavior that can be managed and or predicted. This program also lowers the cost of insurance premiums.

- Development program operations to meet the new more stringent risk management requirements in order to qualify for reduced premiums in fiscal year 2011.
- Continue staff monitoring and facility analysis and recommend property improvements that comply with ADA regulations.

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

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

<b>GOAL 1: Stabilize and increase homeownership opportunities</b>
<u>Objective :</u> Provide \$50 million in single-family housing financing annually in low-interest rate mortgages
<u>Objective :</u> Preserve and expand the supply of affordable housing by providing \$1.5 million in rehabilitation loans and grants annually to promote rehabilitation of existing housing, to include vacant and abandoned houses
<u>Objective :</u> Provide down payment and closing cost assistance for first-time homeowners
<u>Objective :</u> Assist families receiving rental assistance in becoming homeowners
<b>GOAL 2: Support employment opportunities for low- and moderate-income persons, small business entrepreneurship, and the development of community revitalization activities in the Developed Tier</b>
<u>Objective :</u> Expand employment opportunities for low and moderate income residents
<u>Objective :</u> Support the Economic Development Corporation's strategic plan.
<u>Objective :</u> Support high impact mixed use and mixed income redevelopment projects in the Developed Tier

<b>GOAL 3: Improve the safety and livability of neighborhoods</b>
Objective: Develop or rehabilitate various public facilities that provide services to low and moderate-income persons
Objective: Improve and/or expand community facilities and infrastructure to serve county and municipal residents

**6.0 (a) PHA Plan Update:**

Staff are required to discuss with residents and receive feedback on contents of changes in policies or procedures. Included are PHA Plan elements that have been revised by the Housing Authority since its last Annual Plan submission.

This document outlines the planned program operation for public housing and Section 8. The Annual Plan includes the activities of both programs for the coming year beginning with the Authority's fiscal year starting July 1, 2010. It also details modernization and rehabilitation activities that will be undertaken in the Capital Grant Fund (CFP) during the coming year and over the next five years.

To meet the HUD requirement, staff conferred with residents by holding meetings at each site and presenting the plan to the Residents' Advisory Board (RAB) at their quarterly meeting prior to issuing the final draft. A public hearing was advertised in the local newspaper of record, but as in previous years, no one attended the meeting. Residents' comments are noted and reviewed in the last section, but they raised no issues that required changes to the Plan.

**6.0 (b) Public Access to Information:**

Information regarding any activities outlined in this plan can be obtained by contacting the Main administrative office of the Housing Authority. The PHA Plans (including attachments) are available for public inspection at:

- Main administrative office of the PHA  
9400 Peppercorn Place, Largo, Maryland 20774

- PHA development management offices:

1100 Owens Road  
100 Owens Road  
Oxon Hill, Maryland 20745

Marlborough Towne  
1849 Tanow Place  
District Heights, Maryland 20747

Kimberly Gardens  
9214 Cherry Lane  
Laurel, Maryland 20718

Cottage City Towers  
4142 Bunker Hill Road  
Cottage City, Maryland 20772

Rollingcrest Villages  
5659 Sargent Road  
Hyattsville, Maryland 20782

- PHA website  
PHA Plans are expected to be loaded to the Authority's Website by the close of FY2010.

#### **PHA PLAN ELEMENTS**

In addition to items captured in the 2010 Annual Plan template, the Authority has outlined plan elements that have been revised since submission of its last 5-Year and Annual Plans. Updates cover HUD mandatory program requirements, as well as Agency initiated policy and procedure changes. PHA Plan Element updates are as follows:

#### **HUD Mandatory Requirement(s) Program Changes:**

##### **Amendments to the Admissions & Occupancy Policy (ACOP) - Updates**

HUD issued a final rule that revised the regulations for its public and assisted housing programs to require the use of the Enterprise Income Verification (EIV) system by public housing agencies and multifamily housing owners and management agents when verifying the employment and income program participants.

The Housing Authority of Prince George's County will implement the upfront verification process for program participants and use HUD's EIV system required for public housing agencies (PHAs) and owners and managements.

The Agency Plan and ACOP are amended to include the following:

- Disclosure and Verification of Social Security and Employer Identification Numbers.
- Penalties for failing to disclose and verify Social Security and Employer Identification Numbers.
- Mandated use of HUD's Enterprise Income Verification (EIV) System.

#### **Use of Form HUD- 92006**

#### **SUPPLEMENT TO APPLICATION FOR FEDERALLY ASSISTED HOUSING**

- At each new admission and recertification, PHA is required to present applicant/tenant with Form HUD 92006 to offer the option of providing information regarding an additional contact person or organization authorized to receive information. Applicant/tenant required to sign form even if they elect not to release information.
- Replaces Housing Authority Sponsorship Form.

#### **NON SMOKING POLICIES IN PUBLIC HOUSING**

NOTICE: PIH- 2009-21 (HA)

Cross Reference:

24 CFR 903.7(b) (3)

By issuance of the above referenced notice, HUD "strongly encourages Public Housing Authorities to adopt non-smoking policies in some or all of their public housing units". Citing the deleterious impact of smoking on public housing residents, especially the elderly and children under aged 18 who make up 54% of the public housing population nationwide, HUD requires PHAs to address the problem.

The notice references data released by the American Lung Association, the Environmental Protection Agency and the supporters of the Family Smoking Prevention and Tobacco Control act just recently signed by President Obama. In addition to the impact on health and well-being, and the damage to (Indoor Air Quality) IAQ, smoking is costly to public housing maintenance. There is increased costs in make ready work to turn over vacant units that have been occupied by smokers. These include smoke stained walls, carpets, window coverings, burns and discoloration to counter tops, cabinet and vanities and holes in carpets, removal of smoke odors from ventilation systems and unit deodorizing.

For years, the Authority has implemented a policy restricting smoking on public housing property to residents' individual units. No smoking is allowed in any common spaces or inside community areas on the properties. It is noted however, that at the two high-rises where there is outside seating, residents have been observed smoking in those areas on the grounds. At the other properties where residents have front door entries and walk-ways, it is common to see resident sitting outside their units smoking.

The Authority elects at this time not to fully implement the No Smoking policy in public housing.

In response to the notice, the following actions will be undertaken in the coming Plan year.

- Property management staff will vigorously enforce no smoking on public housing properties except in individual units;
- It will take under advisement, banning all smoking outside of properties/units as a matter of lease enforcement. Further, it will take under consideration removing ash receptacles placed at the common entry of the two rises for those smoking to extinguish cigarettes prior to entering the building. There is concern that if these are removed, tenants, visitors will simply use pavers instead;
- Notice of the Authority's smoking policy will be sent to all residents and signs will be prominently posted for visitors to the properties;
- Resident Services staff will start working with residents at all properties to emphasize the dangers of smoking and will furnish appropriate informational material appropriate to the various groups and categories of smokers;
- Smoking Cessation sessions will be organized and offered to residents on-site;
- Instructors at both Family Resource Academies will incorporate smoking prevention in class room and computer classes as part of on-going curriculum throughout the year;
- Effective October 1, 2010, new admissions who have smokers in household will pay a one time only extra \$50.00 fee in addition to their regular security deposit; and

- In the coming Plan year, in-place tenants will have no change in fees associated with their smoking. As a matter of practice, damage charges are assessed for smoke related repairs/replacement at unit turnover. To develop a more reliable data base for the actual cost tenant smoking damage causes, effective July 1, 2010, and maintenance work orders will be changed to specifically quantify smoking damage assessed at unit turnover.

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

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

During FYB 2010, the Authority will consider adding preferences for homelessness, veterans, persons with disabilities, and domestic violence victims in the Housing Choice Voucher Program.

**Housing Authority Program/Policy Changes:**

The following changes/additions are proposed for public housing for FYB 2010 beginning July 1<sup>st</sup>.

*Amendments to the Admissions & Occupancy Policy (ACOP) - Updates*

**8.5 CREDIT SCREENING POLICY (Page 37)**  
**INSERT AS FINAL SENTENCE.....**

In determining credit worthiness, the Department will review and consider an applicant’s rental history for the preceding five (5) years. All delinquencies and judgments that have not been satisfied in this five (5) year period will be grounds for denial.

**10.8 ACCEPTANCE OF UNIT - (Page 49)**  
**2<sup>ND</sup> PARAGRAPH, LAST SENTENCE, ADD.....**

Request for size and/or reasonable accommodation.

**12.1 VERIFICATION- ACCEPTABLE METHODS OF VERIFICATION**  
**(Page 59) 7<sup>th</sup> PARAGRAPH, REPLACE 1<sup>ST</sup> and 2<sup>nd</sup> LINES TO READ.....**

Applicants reporting zero income will be required to complete the Zero/Low Income Family Certification Form. This form will be completed at the annual recertification interview.

**12.4 VERIFICATION/SOCIAL SECURITY NUMBERS**  
**REPLACE 1<sup>ST</sup> PARAGRAPH TO READ.....**

Prior to admission, each family member who has a Social Security Number must provide verification and copy of their Social Security card. Delete – New family members at least 6 years of age must provide this verification prior to being added to the lease. Children in assisted households must provide this verification at **the** 1<sup>st</sup> regular reexamination after turning six.

**16.0 Unit Transfer**  
**(Page 79)**

F, In response to overwhelming discontent with 0 bedroom unit assignments Authority will hold a lottery each year to allow a pre-determined number of residents to have an opportunity to relocate to a one (1) bedroom in their respective building. Participants must have been in residence for at least 12 months:

1. Be current in rent;
2. Have no lease violations or warning letters;
3. Current unit is well maintained evidencing good housekeeping practices; and
4. No damage in unit to any Authority issued appliance/equipment

**16.4 UNIT TRANSFERS/PROCESSING TRANSFERS**  
**REVISE PARAGRAPH 2 TO READ.....**

Upon offer and acceptance of a unit, the tenant family will execute a new lease. Except for 504 Reasonable Accommodations and Authority mandated administrative transfers, if less than the minimum security deposit is being held, the tenant will pay the difference between amount paid at time of original lease up, and the current minimum rate. Upon notification by the Authority and acceptance of the new unit, the tenant will be allowed seven (7) days to complete the transfer from old unit to new. Except for 504 Reasonable Accommodations, and a delay caused by the Authority, should the transfer time exceed the seven days, the family will be responsible for paying rent at both units. The prorated rent and other charges (key and security deposits) must be paid at the time of lease execution.

## **17.1 MOVE-IN INSPECTIONS**

*Page 83 (Review 17.0; Duplicative) **REVISE SENTENCE 1 TO READ***

The Housing Authority of Prince George's County and an adult member of the family will inspect the unit during the initial lease-up. Both parties will sign a written statement of the condition of the unit. A copy of the signed inspection will be given to the family and the original will be placed in tenant's file that is maintained at the property. At time of lease execution, all new tenants will be provided written information regarding housekeeping requirements and a standard schedule of the various inspections, including housekeeping. All new tenants will be on following schedule 30, 60, 90 days. If housekeeping standards are met, tenant will go on semi-annual inspections. (Last part 3-16)

- In- place tenants known to be poor housekeepers will be put on 30, 60, 90 days inspection schedule;
- When unit is brought up to standard , will go on semi-annual; and
- Those failing will continue on more frequent schedule and may be subject to damage claims and lease termination.

## **18.0 PET POLICY**

*Ill. Registration (Page 89) Revise Line 3 of Paragraph 1 to read...*

If the pet remains in occupancy, the registration must be updated annually as a part of the recertification process. When pet dies or is otherwise replaced, new registration must be completed for current pet Fee remains the same.

## **20.0 TERMINATIONS**

*(Page 94)*

B. A history of late rental payments. A history of four (4) late payments in a preceding twelve (12) month period may at the Authority's discretion constitute grounds for termination. Should the 4 late payments result in judgments, the Authority will at its discretion, foreclose the tenant's right of redemption and seek repossession of the dwelling unit.

### **M. Unit Down-sizing**

*(Replacement for existing M.)*

The Housing Authority will take action to evict when a tenant refuses to down-size to the appropriate size unit due to a change in household composition if the refusal results in exceeding occupancy limits causing overhousing.

### **N. Other good causes**

*(New Item added)*

**20.3 TERMINATION OF LEASE UPON DEATH/INCAPACITY OF RESIDENT**

**INCAPACITY**

If during the term of this agreement, should the resident, by reason of physical or mental impairment become no longer able to comply with the material provisions and the Authority cannot make a reasonable accommodation to enable compliance, it will make a referral to Resident Services for assistance. If no suitable arrangement or plan can be made for the tenant, the Authority will have exercised its obligation and responsibility will revert back to the resident's support system. ACOP- stopped her 3-16

**DEATH**

**PHA'S GRANT OF ACCESS ENTRY TO UNITS WHEN ENANTS DIES**

In the event that a tenant dies, and unit entry is sought, the PHA will not grant access to decease tenant's unit without a Court Grant of Representation; Grant of Probate/ Letters of Administration.

**21.0 PUBLIC HOUSING GRIEVANCE PROCEDURE**

*(Page 99) - Correction*

D. Hearing Officer" shall mean a person selected in accordance with Section 21.4 of these procedures to hear grievances and render a decision with respect thereto.

***Property Management - Updates***

**Parking Policy**

- The Housing Authority will reinstitute a previously implemented parking sticker and towing enforcement program effective July 1, 2010. The program will cover:
  - Vehicle Registration
  - Resident Parking Stickers and Guest Passes
  - Parking Restrictions
  - Abandoned Vehicles
  - Towing Fees

Towing fees are assessed at the ACTUAL COST at the owner's expense.

McGuire House

- Review decision on future of McGuire House disposition. Demolition at McGuire House was carried out in January 2008. Redevelopment plans for the site have not been finalized. Final disposition plans will be undertaken in the coming plan year.

**FEE/CHARGE CHANGES:**

The following fees/charges will be assessed in the new plan year.

**PEST EXTERMINATION SERVICE FEES**  
**EFFECTIVE: JULY 1, 2010**

Actual cost for charges associated with extermination will be charged to resident for units not prepared for treatment at time of scheduled service. This includes charges for repeated infestation offenders and/or persons deemed as poor housekeepers.(why the distinction Al)

<b>Pest Extermination</b>	-----	\$25.00 or Actual Cost to the Authority, whichever is greater.
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The following is the schedule of charges for repairs made to units because of **TENANT DAMAGES / NEGLECT.**

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

**LOCK OUT FEES**

Lost Card Key Replacement	\$ 7.00
Lost Unit Door Key	\$15.00
Lockouts (after business hours)	\$45.00

**DOOR LOCK / HARDWARE REPLACEMENT FEES**

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

**BULK TRASH PICK-UP**

Bulk Trash Pick Up	-----	\$50.00 Per Pick-Up Truck Load / Partial Includes trashing of vacant units
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**CLEANING OF APPLIANCES**

Actual cost for time and materials.

Refrigerator	Minimum	\$50.00
Stove	Minimum	\$50.00
Range hood	Minimum	\$50.00

**Community Room Usage Fee**

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

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**SCHEDULE OF FEES**

**EFFECTIVE: October 1, 2010**

**NONSMOKING FEES**

Effective October 1, 2010, new admissions who have smokers in household will pay a one time only extra \$50.00 fee in addition to their regular security deposit.

**APPLIANCE SURCHARGE**

Freezers	Surcharge Per Month \$9.15
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The Housing Authority will undertake a study within the 5-Year Plan to determine if it is financially feasible to convert to individually metered services to residents. A monthly utility fee increase of \$2.50 was implemented across the board.

<b><u>Kimberly Gardens</u></b>				
<b>Air Conditioning Surcharges</b>				
<b>Unit Types</b>				
<b>INTERIOR – Attached 2 Walls Exposed</b>				
<b>HAPGC</b>	<b>Monthly Dollar Allowances</b>			
Air Conditioning	2 BR	3BR	3BR	4 BR
Central Electrical			(With Loft)	
	\$36.64		\$43.48	\$44.71
<b>EXTERIOR – Attached 3 Walls Exposed</b>				
Air Conditioning	2 BR	3BR	3BR	4 BR
Central Electrical			(With Loft)	
			\$46.24	50.75

<b><u>Marlborough Towne</u></b>				
<b>Air Conditioning Surcharges</b>				
<b>Unit Types</b>				
<b>INTERIOR – Attached 2 Walls Exposed</b>				
<b>HAPGC</b>	<b>Monthly Dollar Allowances</b>			
Air Conditioning	2 BR	3BR	3BR	4 BR
Central Electrical			(With Loft)	
	\$38.12	\$46.65		
<b>EXTERIOR – Attached 3 Walls Exposed</b>				
Air Conditioning	2 BR	3BR	3BR	4 BR
Central Electrical			(With Loft)	
	\$39.73			

PEPCO proposed a \$2.50 to \$3.50 rate increase per month. The Authority's increase reflects the minimum proposed fee.

## 6.0 – 1 Eligibility, Selection and Admissions Policies, including Deconcentration and Waiting List Procedures

Eligibility, selection and Admissions Policies, including Deconcentration and Waiting List Procedures did not change other than as stated in Attachment A. These include policies that govern tenant eligibility, selection and admission, (public housing and HCV), unit assignment policies for public housing; maintaining waiting lists for admission to public housing and site-based waiting lists.

Reference materials made available for applicants and residents regarding information about the rules and occupancy of public housing include:

- PHA briefing seminars or written materials
- The PHA-Resident lease
- The PHA's Admissions and (Continued) Occupancy policy (ACOP)
- The Administrative Plan (Section 8)

## Public Housing

### Eligibility

- As names come up on the waiting list, the Housing Authority verifies eligibility for admission to public housing.
- The PHA uses the following non-income screening factors to establish eligibility for admission to public housing.
  - Criminal or Drug-related activity,
  - Rental history,
  - Housekeeping,
  - Maryland Sex Offender Life Registry,
  - Credit Report,
  - History of Disturbing Neighbors or Destruction of Property, and
  - Federal Assistance Program fraud.
- The Authority requests criminal records from both, Local and State law enforcement agencies.

Criminal records are obtained to determine eligibility for program participation and/or program continuation for the following: new applicants; families transferring from other jurisdictions; families adding new family members; or families causing evidence or action on which the HA suspects the family or family member has engaged in criminal activity or violent behavior.

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

### **Waiting List Organization**

- The Waiting List is organized as a Community-wide list. Interested persons can only apply through the main administrative office located at 9400 Peppercorn Place, Largo, MD 20774. This policy is consistent across all waiting list types.
- Families may be on the Public Housing and Section 8 waiting list simultaneously.

### **Admissions Preferences**

The PHA plan exceeds the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income.

HAPGC uses date and time of application as an established preference for admission to public housing, however other preferences include:

- Priorities 1 & 2: Date and time of application, and applicants who live, work, or have been hired to work in the County.

#### Local Preferences

- Preference#1: Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition) (SECTION 8 ONLY)
- Preference#2: Head of Household or Co-head has paid employment of at least 30 hours per week.
- Preference#2: Head of Household or Co-Head is 62 years of age or older.
- Preference#2: Head of Household or Co-Head qualify as handicapped /disabled.
- Preference#3: Any member of the household is verified as handicapped /disabled.
- Preference#4: Head of Household or Co-Head is in a verified full-time training or educational program with the intent of securing employment

within the next twelve months as a result of completing the training or educational program.

- Preference#5: Household has successfully completed a transitional housing program under the Prince George's County Continuum of Care Program.

**Unit Assignment and Transfer Policies:**

Applicants are ordinarily given only one vacant unit choice before they fall to the bottom of or removed from the waiting list.

Circumstances by which transfers take precedence over new admissions include:

- Emergencies (ORDER WRONG)
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)

**6.0 – 2 STATEMENT OF FINANCIAL RESOURCES**

Listed are the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the Authority during the (FYB2010) Plan Year.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants</b>	<b>FY2011</b>	
a) Public Housing Operating Fund	\$1,506,225.	
b) Public Housing Capital Fund	\$978,427.	
c) HOPE VI Revitalization	NA	
d) HOPE VI Demolition	NA	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$60,178,203.	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	NA	
g) Resident Opportunity and Self-Sufficiency Grants (ROSS)	NA	Elderly & Disabled Res. Svc Delivery Model (PH)
h) Community Development Block Grant	\$ 0.	Public Housing
i) HOME	NA	NA
j) Recovery Act Funds	\$471,966.	Public Housing Operations
k) Department of Energy (DOE)	\$2,508,200.	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		Energy Efficiency Building Retrofits
Comp Grant 'Yr.	NA	NA
<b>3. Public Housing Dwelling Rental Income</b>		
Rental Income	\$1,380,577.	Public Housing Operations
<b>4. Other income (list below)</b>		
Investment Income	\$30,260.	Public Housing Operations
Vending Machine, & Late Charges	\$11,989.	Public Housing Operations
<b>5. Non-federal sources (list below)</b>		
Rental Allowances Program (RAP)	\$62,537.	Temporary Assistance for the Homeless
<b>Total Resources</b>	<b>\$67,128,384.</b>	Authority-Wide Operations

## 6.0 – 3 RENT DETERMINATION

### Public Housing

#### Income Based Rent Policies

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

The Minimum Rent for Public Housing was raised to \$60.00, effective July 1, 2009. The Authority also has established Fair Market Rents (FMR) for each public housing development.

#### Rent Re-determinations:

Between income reexaminations, tenants are required to report changes in income or family composition to the PHA such that the changes result in an adjustment to rent.

- Any time the family experiences an income increase,
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold), and
- Any time the family experiences an income decrease

#### Flat Rents

In setting the market-based flat rents, the sources of information used to establish comparability included:

- The section 8 rent reasonableness study of comparable housing
- Fair Market Rents  
Maryland Department of Human Resources – Fact Pack

### Section 8 Tenant-Based Assistance

#### Payment Standards

Section 8 payment standards are:

- At 100% of FMR  
The Minimum Rent for Section 8 is \$0.

## 6.0 – 4 OPERATION AND MANAGEMENT

### Management and Maintenance Policies

Listed below are the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

#### **(1) Public Housing Maintenance and Management:**

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

The Housing Authority has contracted an outside firm to provide cyclical pest control extermination. If further treatment is found necessary for pest control and/or termites, it is performed.

#### **(2) Section 8 Management:**

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

## 6.0 – 5 GRIEVANCE PROCEDURES

The Housing Authority of Prince George’s County has an established written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

The Section 8 Program has established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Residents or Applicants of either program seeking to initiate a PHA grievance process or Section 8 informal review and informal hearing process should contact:

- PHAMain Administrative Office  
9400 Peppercorn Place  
Largo, Maryland 20774

## 6.0 – 6 DESIGNATED HOUSING FOR ELDERLY AND DISABLED FAMILIES

The Authority does not have any intentions at this time to designate additional Housing for the elderly and disabled families.

## 6.0 – 7 COMMUNITY SERVICE AND SELF -SUFFICIENCY

Community Service work is a requirement for all non-exempt adult public housing residents 18 years and over who are not employed in full or part-time work. The Authority developed procedures to inform residents of the requirements and of the categories of individuals who are exempt from the requirement, track resident’s monthly participation and assist family members in identifying volunteer opportunities. The Authority has implemented an approved plan, which included the following:

### *Volunteer Opportunities on Public Housing Properties:*

- Assist the education director with computer lab and other related activities at the Family Resource Academy.
- Assist Academy staff in the coordination and chaperoning of field trips and related activities.
- Assist with supervision of clean-up and related duties at the sites

- Assist students with homework and related projects, and
- Active participation in some capacity of the Housing Authority's Residents' Councils.

**Notification for Non-Compliance with CSC:**

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

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

**Opportunity For Cure:**

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

**Recertifications:**

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

**6.0 – 8 SAFETY AND CRIME PREVENTION**

There are needs for measures to ensure the safety of public housing residents because of observed lower-level crime, vandalism and/or graffiti in or around public housing properties.

Information/data used by HAPGC to determine the need for actions to improve safety of residents include:

- Resident Assessment Sub-System (RASS) Safety and security survey of residents

- Resident Council meetings
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Resident reports
- PHA employee reports
- Police reports – Kimberly Gardens
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Police reports

Crime prevention activities to be undertaken by the Housing Authority for the upcoming fiscal year include:

- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Replacement of existing electronic surveillance cameras at all public housing properties.

In addition, new lighting is incorporated into the upcoming plan year and creation of additional parking at two public housing properties. Additional lighting is also included in the CFP for Kimberly Gardens. Finally, more crime prevention workshops will be performed by the County’s Community Police at each of the developments. Uniformed police officers were recruited to live on-site at the Kimberly Gardens, Marlborough Towne, and 1100 Owens Road properties. Efforts will continue to get uniformed police officers to live on-site at Cottage City Towers. Police presence has helped to curb lease violations related to criminal activity.

Coordination between HAPGC and Prince George’s County Police Department for carrying out crime prevention measures and activities are as follows:

- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents

## 6.0 – 9 PET POLICY

HAPGC has implemented a HUD approved pet policy for families who live in public housing. Residents must maintain pets in the public housing development subject to the following requirements:

### **REGISTRATION:**

**Request to own a pet.** The resident must make a written request to the Authority to own a pet. A fee of \$125.00 is required with the request. The registration must include:

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

### **EXCLUSIONS FOR PET OWNERSHIP:**

- Attack dogs
- Guard dogs
- Exotic animals
- Vicious animals
- Wild animals

### **RESTRICTIONS:**

1. Pet ownership is restricted to one dog or cat per household
2. The adult weight of a dog or cat must not exceed 25 pounds
3. Birds must not be allowed to fly around the apartment, they must remain caged except when owners are cleaning or changing cages
4. Fish aquariums shall not exceed 15 gallons in weight
5. Pets are not allowed to roam the property unattended. When they are outside of the unit, they must be controlled by their owner on a leash or in a carrier.
6. Pets are restricted from the common areas of the building, except for entering and leaving the building under control of the owner.
7. Pets other than those registered to tenants are not allowed in the building. This specifically excludes visitors or guests from bringing pets into the building.
8. Residents are prohibited from “keeping or harboring” unregistered pets in their units.

9. Pets may not be left unattended for more than 24 hours at a time. If the Authority determines that pets are left unattended for more than this time period, by virtue of the voluntary or involuntary absence of the pet owner, the Authority will contact the Humane Society or the Animal Control Facility to notify them of the presence and condition of the unattended animal. Their recommendation regarding care, attendance or disposition of the animal will prevail. The Authority accepts no responsibility or liability for pet or decision regarding removal.

**PET OWNERS RESPONSIBILITIES:**

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

## 6.0 –10 CIVIL RIGHTS CERTIFICATION

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

## 6.0 –11 FISCAL YEAR AUDIT

The PHA completed its 2008 Fiscal Year Audit as required under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)). There were no findings as the result of the 2008 audit performed. However, the most recent fiscal audit has not been submitted to HUD prior to the writing of this plan.

## 6.0 –12 ASSET MANAGEMENT

The Housing Authority has less than 400 units of public housing and took advantage of the HUD rule and opted out of Asset management, but will use some of the concepts to improve management capacity.

The types of asset management activities that the Authority will undertake includes:

- Development-based accounting
- Comprehensive stock assessment
- Contract HQS/UPCS inspections
- PHA Outsource Janitorial and Maintenance Services
- New Automated Computer System and Software for LIPH and Section 8

## 6.0 –13 VIOLENCE AGAINST WOMEN ACT (VAWA)

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

*In the 2008 Annual Plan*, the PHA Board of Commissioners [*approved*] a Policy of Protection of Victims of Domestic Violence (VAWA) and related amendments to the PHA's Admission and Occupancy Policies for the Public Housing Program and the Section 8 Housing Choice Voucher Program.

During FYB 2009, the Authority designated 25 TERRA voucher each, per targeted group. Clients are accepted on a referral basis from: Department of Family Services; NSS; U.S. Veterans Administration; and Family Crisis Center.

**7.0 HOPE VI, MIXED FINANCE MODERNIZATION OR DEVELOPMENT, DEMOLITION AND/OR DISPOSITION, CONVERSION OF PUBLIC HOUSING, HOMEOWNERSHIP PROGRAMS, AND PROJECT-BASED VOUCHERS**

**Hope VI, Mixed Finance Modernization or Development:**

HAPGC has never received a HOPE VI revitalization grant and will not apply for this type grant in this Plan year. Neither will the Authority be engaging in any mixed-finance development activities for public housing in the Plan year.

**Demolition and/or Disposition:**

**McGuire House:**

The McGuire House demolition was completed on January 2008 and redevelopment plans for the site have not been finalized. Final disposition plans will be undertaken in the coming plan year.

Previous Agency Plans provided detailed explanations of demolition activities and redevelopment plans for McGuire House. Initial Revitalization Plans included 120 affordable rental units for seniors.

McGuire House inventory has been removed from the PIC database.

**Conversion of Public Housing:**

Conversion of public housing activity is not applicable at this time. No public housing development have been identified by HUD or the Housing Authority as covered under section 202 of the HUD FY 1996 HUD Appropriation s Act for conversion to a tenant-based assistance program.

None of the Authority's public housing inventory is being considered for Voluntary Conversion to tenant-based assistance at this time. It is the opinion of HAPGC that Voluntary Conversion of Developments From Public Housing Stock is inappropriate for the Authority because removal of any development would not meet necessary conditions for voluntary conversion.

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

## **Homeownership Programs:**

### **Public Housing**

#### ***Public Housing Turnkey III Program***

HAPGC does administer homeownership programs under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)).

In FYB 2010, plans are underway to sell the last unit to a current renter and complete the conversion of the project to full homeownership. Under Turnkey III, residents rent with the option to purchase.

Public Housing administers a Turnkey III Homeownership Program at its Glassmanor Property. This is a lease with the option to purchase program. Only one (1) of the original fifty (50) townhouse units remains to be sold.

### **Section 8**

#### ***Housing Choice Voucher Homeownership Program***

The Authority also administers a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented in 24 CFR Part 982.

In FYE 2009, the Housing Choice Voucher Homeownership Program HCVHP) successfully assisted thirteen (13) families to become first-time homebuyers. The goal for FYE 2010 is to assist an additional twenty (20) more families to become first-time homebuyers.

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

#### ***Project-Based Vouchers***

The Authority does administer a Section 8 Voucher Program that is expected to assist approximately 5003 participants during FY2010. In addition, about 197 Welfare to Work (WtW) participants are expected to be assisted.

## 9.0 HOUSING NEEDS

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, rate factors are used from 1 to 5, with 1 being "no impact" and 5 being "severe impact." N/A is used to indicate that no information is available upon which the PHA can make this assessment.

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

Source: SOCDS CHAS Data: 2000

\* Note: Pacific Islander

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

Sources of information used by the Authority to conduct this analysis included:

- Consolidated Plan of the Jurisdiction

- 2000 Census, one source for the Consolidated Plan
- HAPGC Waiting List

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

Source: Consolidated Plan

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

Housing Needs of Families on the Waiting List			
Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	2924	100%	10% (Incls: Eligibles & Ineligibles)
Extremely low income <=30% AMI	2924	100%	
Very low income (>30% but <=50% AMI)	0	0%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	1086	37%	
Elderly families	448	15%	
Families with Disabilities + Hcap	1523	52%	
Race/ethnicity Black (Hisp & Non-Hisp)	2768	94.6%	
Race/ethnicity White (Hisp & Non-Hisp)	125	4.2%	
Race/ethnicity Am. Indian	13	.4%	
Race/ethnicity Asian	18	.6%	
Race/ethnicity Pacific	18	.6%	
Characteristics by Bedroom Size (Public Housing Only)			
0BR	1821	62%	
1BR	15	.05%	
2 BR	716	247%	
3 BR	343	1.1%	
4 BR	28	.09%	
5 BR	NA	--	
5+ BR	NA	--	

<b>Housing Needs of Families on the Waiting List Public Housing</b>	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
Closed for families with children, Open for elderly and disabled	
How long has it been closed (# of months)? 12.	
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	

The waiting list was last opened January 25, 2008 through January 31, 2008. The new lists for all bedroom sizes are expected to be used for the next three years.

<b>Housing Needs of Families on the Waiting List Centralized Section 8 and Public Housing</b>			
	# of families	% of total families	Annual Turnover
Waiting list total	3190	100%	<b>18%</b>
Extremely low income <=30% AMI			
Very low income (>31% but <=50% AMI)	3190	100%	
Low income (>51% but <80% AMI)	NA	NA	
Families with children	2366	74%	
Elderly families	126	3%	
Families with Disabilities	272	8%	
Race/ethnicity White, (Non-Hisp)	25	.7%	
Race/ethnicity Black (Non-Hisp)	3154	98.8%	
Race/ethnicity Hispanic	18	.5%	
Race/ethnicity Asian/Pacific Island	6	..1%	

<b>Housing Needs of Families on the Waiting List Section 8 Tenant-Based Assistance</b>	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
How long has it been closed (# of months)? 12.	
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	

The waiting list was last opened January 25, 2008 through January 31, 2008. The new lists are expected to be used for the next three years.

## **Strategy for Addressing Needs**

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

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

- Employing effective maintenance and management policies to minimize the number of public housing units off-line
- Reducing turnover time for vacated public housing units
- Reducing time to renovate public housing units
- Maintaining or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertaking measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintaining or increasing Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintaining or increasing Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participating in the Consolidated Plan development process to ensure coordination with broader community strategies

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

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

### **Strategy 3: Target available assistance to families at or below 30 % of AMI by:**

- Adopting rent policies to support and encourage work

### **Strategy 4: Target available assistance to families at or below 50% of AMI by:**

- Employing admissions preferences aimed at families who are working
- Adopting rent policies to support and encourage work
- Employing admissions for families displaced by government action.

**Strategy 5: Target available assistance to the elderly by:**

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

**Strategy 6: Target available assistance to Families with Disabilities by:**

- Carrying out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing

**Strategy 7: Conduct activities to affirmatively further fair housing by:**

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

**Reasons for Selecting Strategies**

The following factors play a major role on the influence of the Housing Authority's selection of the strategies it elected to pursue:

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

**10.0 PROGRESS IN MEETING MISSION AND GOALS**

The Authority completed comprehensive modernization at two high-rises for the elderly and selected improvements at other sites in the inventory. Renovations were done to address security, safety and code requirements, improve financial stability, increase resident satisfaction, and increase market/curb appeal.

The executive summary provides a brief description of the Agency's goals and objectives in its 5-Year Plan and year to year progress in meeting them. The following tables illustrate work completed and work activities desired within the 5-Year Plan period. Tables included are:

- Tables 1 & 2:** FYE 2009 Accomplished Modernization
- Table 3 & 4:** FYE 2010 Planned Modernization Activities
- Table 5:** Planned Department of Defense (DOE) Funded Activities
- Table 6 & 7:** 5-Year Planned Modernization Activities

**FYE 2009 – PROJECTED / COMPLETED RENOVATION ACTIVITIES:  
(07/01/2009 – 06/30/2010)**

**TABLE 1**

**FY2009 ACCOMPLISHMENTS - High-Rise Sites**  
(CFP, CDBG, Extraordinary Maintenance, Grants, etc.)  
HAPGC Table 1 – 2009 (07/01/2009 – 06/30/2010)

<b>SAFETY, SECURITY &amp; CODE REQUIREMENTS</b>	<b>1100 Owens Road 2009</b>	<b>Cottage City Towers 2009</b>
	Replaced Ceiling in Boiler Room and Common Areas in Basement	Sealed and Caulked Select Windows and Frames on Building Exterior
	Camera and Corrected Moisture Infiltration in Basement Crawl Spaces	
	Constructed Storm Water Mgmt Syst & Correct Water Penetration	
	Replaced Domestic Water Lines in Crawl Spaces	
	Replaced Unit Gas Lines	
	Replaced Exhaust System Roof Motors	
	Replaced Trash Compaction System	Replaced Trash Compaction System
	Replaced Select Unit Entry Doors	Replaced Select Unit Entry Doors
	Expanded Sprinkler System to Include Supply Room	
	Replaced Gas Line Shut-off valves in dwelling units	
	Replaced Exhaust System Roof Motors	

**FY2009 – PROJECTED / COMPLETED RENOVATION ACTIVITIES:  
(07/01/2009 – 06/30/2010)**

**TABLE 2**

**FY2009 WORK ACTIVITY PLAN - Garden Style & Townhouse Properties**  
(CFP, CDBG, Extraordinary Maintenance, Grants, etc.)  
HAPGC Table 2 - 2009 (07/01/2009 thru 06/30/2010)

<b>SAFETY, SECURITY &amp; CODE REQUIREMENTS</b>	<b>Marlborough Towne 2009</b>	<b>Kimberly Gardens 2009</b>	<b>Rollingcrest Villages 2009</b>
	Replaced DU water shut off valves	Replaced remaining 10% of DU Rear Entry Doors	
	Replaced Roofs, Flashings, and Flues		Replaced Remaining 50% of Roofs, Flashings, and Flues
	Corrected Underground Water Leaks, Replaced Asphalt, & Concrete	Corrected Underground Water Leaks, Replaced Asphalt, & Concrete	
	Replaced Select Furnaces	Replaced Siding	Replaced Siding
		Expanded Sprinkler System to include Supply Room	
	Install Energy Efficient Water Heaters		
<b>RESIDENT SATISFACTION</b>			Developed the Final Family Resource Academy Center
<b>INCREASE MARKET / CURB APPEAL</b>			Resurfaced Parking Lot and Created Additional Parking Spaces
			Erected Retaining Wall

**FY2010 – PLANNED RENOVATION ACTIVITIES:  
(07/01/2010 – 06/30/2011)**

The following work activities in Tables 3 &4 describe projects scheduled to take place during the next FYB 2010.

**TABLE 3**

**FY2010 WORK ACTIVITY PLAN - High-Rise Sites**  
(CFP, CDBG, Extraordinary Maintenance, Grants, etc.)  
HAPGC Table 3 - 2010 (07/01/2010 thru 06/30/2011)

<b>SAFETY, SECURITY &amp; CODE REQUIREMENTS</b>	<b>1100 Owens Road 2010</b>	<b>Cottage City Towers 2010</b>
	Replace Exterior Metal Doors in Mechanical Room	
	Replace Exterior Glass Doors and Window Lights	Install Roof Top Air Handler
	Replace Fire Sprinkler Stand Pipes	
	Replace/Repair Concrete Front Entry underneath Canopy	
	Upgrade Security Camera System	Upgrade Security Camera System
	Enclose Trash Area with Fence	
	Expand Sprinkler System to Include Supply Room	
<b>RESIDENT SATISFACTION</b>	Refinish and Paint Properties	Refinish and Paint Properties
<b>INCREASE MARKET / CURB APPEAL</b>		

**FY2010 – PLANNED RENOVATION ACTIVITIES:  
(07/01/2010 – 06/30/2011)**

**TABLE 4**

FY2010 WORK ACTIVITY PLAN - Garden Style and Townhouse Properties  
(CFP, CDBG, Extraordinary Maintenance, Grants, etc.)  
HAPGC Table 4 - 2009 (07/01/2010 thru 06/30/2011)

<b>SAFETY, SECURITY &amp; CODE REQUIREMENTS</b>	<b>Marlborough Towne 2010</b>	<b>Kimberly Gardens 2010</b>	<b>Rollingcrest Villages 2010</b>
		Replace Roofs, Flashing, and Flues	
			Replace Front Entry and Storm Doors
	Install Select Patio Ramps & Railings		
			Install Gutter Screens
<b>RESIDENT SATISFACTION</b>			Install New Mail Boxes
<b>INCREASE MARKET / CURB APPEAL</b>	Install Trash Enclosure Fence	Install Trash Enclosure Fence	Install Trash Enclosure Fence
	Install New Site Signage	Install New Site Signage	Install New Site Signage
		Landscape and Conduct Erosion Control	

**FY2010 – DEPARTMENT OF ENERGY (DOE)  
PROJECTED RENOVATION ACTIVITIES:  
(07/01/2010 – 06/30/2010)**

**TABLE 5**

**FY2010 WORK ACTIVITY PLAN**  
HAPGC Table 5 - 2010 - (07/01/2009 thru 06/30/2010)

<b>DEPARTMENT OF ENERGY</b>  <b>“GOING GREEN”</b>  <b>BUILDING RETROFITS</b>	<b>1100 Owens Road DOE</b>	<b>Cottage City Towers DOE</b>
	Install New Roof & Insulation	Install New Roof & Insulation
		Replace/Restore External Insulation Finish System (EIFS) (Weatherstrip, Caulk/Sealant, Stucco)
	Install New Hot Water Boilers	
	Install New Chiller	Install New Chiller
		Install New Cooling Tower
		Remove Underground Oil Tank
	Install New Stoves (with Electronic Igniters & Gas Flex Lines)	
	Replace Domestic Water Lines and Insulate Pipes n Crawl Spaces	
	Install Energy Efficient Lighting Fixtures. Includes Interior & Exterior/Site Lighting	Install Energy Efficient Lighting Fixtures. Includes Interior & Exterior/Site Lighting

	<b>Marlborough Towne DOE</b>	<b>Kimberly Gardens DOE</b>	<b>Rollingcrest Villages DOE</b>
		Install New Stoves (with Electronic Igniters & Gas Flex Lines)	
	Insulate Attics	Insulate Attics	Insulate Attics
	Completed a Physical Needs Assessment	Completed a Physical Needs Assessment	Completed a Physical Needs Assessment
	Install Energy Efficient Lighting Fixtures. Includes Interior & Exterior/Site Lighting	Install Energy Efficient Lighting Fixtures. Includes Interior & Exterior/Site Lighting	Install Energy Efficient Lighting Fixtures. Includes Interior & Exterior/Site Lighting
		Replace Underground Water Distribution Systems	

**FIVE (5) YEAR RENOVATION PLAN:  
FYB2010  
(07/01/2010 – 06/30/2014)**

The following work activity charts describe projects scheduled to take place during the next 5-Years.

**TABLE 6**

**5-YEAR PLAN – MODERNIZATION ACTIVITIES - High-Rise Sites**  
HAPGC Table 5-2010 (07/01/2010 thru 06/30/2014)

<b>SAFETY, SECURITY &amp; CODE REQUIREMENTS</b>	<b>1100 Owens Road 5-Year Plan</b>	<b>Cottage City Towers 5-Year Plan</b>
		Install Roof Top Air Handler
	Renovate Kitchens and Baths	Renovate Kitchens and Baths
	Replace Roof, Flashing and Gutter System	Replace Roof, Flashing and Gutter System
	Install Emergency Back-Up Lighting and Outlets	
	Install Energy Efficient Lighting Fixtures & Devices	Install Energy Efficient Lighting Fixtures & Devices
	Install Water Restrictors on all Faucets throughout Building	Install Water Restrictors on all Faucets throughout Building
	Install Energy Efficient Light Devices throughout Building	Install Energy Efficient Light Devices throughout Building
	Replace Concrete Driveway Apron and walkway at Rear of Building	
	Enclose Trash Area with Fence	
	Replace/Upgrade Elevators	Replace/Upgrade Elevators
	Install Generators & Wiring	
	Physical Needs Assessment	Physical Needs Assessment
	Energy Audit	Energy Audit
<b>RESIDENT SATISFACTION</b>	Refinish and Paint Properties	Refinish and Paint Properties
	Replace Mail Box System	Replace Mail Box System
	Install New Communications (Low-Voltage Wiring)	Install New Communications (Low-Voltage Wiring)
		Complete Landscaping
		Repave and Stripe Parking Lot

**FIVE (5) YEAR RENOVATION PLAN:  
FYB2010  
(07/01/2010 – 06/30/2014)**

**TABLE 7**

**5-YEAR PLAN – MODERNIZATION ACTIVITIES - Garden & Townhouse Properties**  
HAPGC Table 6 - 2010 (07/01/2010 thru 06/30/2014)

<b>SAFETY, SECURITY &amp; CODE REQUIREMENTS</b>	<b>Marlborough Towne 5-Year Plan</b>	<b>Kimberly Gardens 5-Year Plan</b>	<b>Rollingcrest Villages 5-Year Plan</b>
		Replace Roofs, Flashing, and Flues	Replace Front Entry Doors and Storm Doors
	Install Energy Efficient Lighting Fixtures & Devices	Install Energy Efficient Lighting Fixtures & Devices	Install Energy Efficient Lighting Fixtures & Devices
	Install Water Saving Restrictor Devices throughout Property	Install Water Saving Restrictor Devices throughout Property	Install Water Saving Restrictor Devices throughout Property
	Install Energy Efficient Water Heaters	Install Energy Efficient Water Heaters	Install Energy Efficient Water Heaters
	Renovate Kitchens and Bathrooms	Renovate Kitchens and Bathrooms	Renovate Kitchens and Bathrooms
	Replace Flooring	Replace Flooring	Correct Sub-Flooring Foundation and Install New Floor Covering
	Install Energy Efficient Window Covers	Install Energy Efficient Window Covers	Install Energy Efficient Window Covers
	Install Select Patio Ramps & Railings(ADA)	Replace Concrete Patio Pads (Rear)	Replace Concrete (Front) Porch Pad
	Retro-fit two (2) Units ADA/504 Accessible		Retro-fit two (2) Units ADA/504 Accessible
	Install Privacy Fences	Install Privacy Fences	
	Parge Building Exterior <i>On Select Bldg Exteriors</i>		Parge Building Exterior <i>On Select Bldg Exteriors</i>
			50% New DU Furnaces Community Building
	Physical Needs Asmt	Physical Needs Asmt	Physical Needs Asmt
	Energy Audit	Energy Audit	Energy Audit
<b>RESIDENT SATISFACTION</b>	Furniture	Furniture	Furniture
	Update Security Camera System	Update Security Camera System	Update Security Camera System
	Refinish and Paint Properties	Refinish and Paint Properties	Refinish and Paint Properties
<b>INCREASE MARKET / CURB APPEAL</b>	Landscape	Landscape	Landscape

10 (A)

**EXECUTIVE SUMMARY**

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

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

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

The Department continues to implement and coordinate its goals and HUD's goals into program operations. Senior staff continued to participate in the goal setting and strategizing to meet objectives, set tasks/strategies and establish new milestones to form the framework for the Department's operations.

<b>Summary of Housing Authority's Project Measurements</b>
<u>1</u> Improve Program Management and Administration.
<u>2</u> Improve Property Management.
<u>3</u> Complete Staff Reorganization.
<u>4</u> Continue Staff Training.
<u>5</u> Increase Resident / Client Services.
<u>6</u> Improve Risk Management

For Details, see Section 5.2,  
PHA's Objectives, Pages 8-10

*Following is a brief executive summary of program accomplishments for FYE 2009.*

**FYE 2009 – ACCOMPLISHMENTS:**  
(07/01/2009 – 06/30/2010)

**INFORMATION TECHNOLOGY:**

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

IT Accomplishments for **FYE 2009** included:

- Reviewed requirements for migration to Windows based housing management application.
- Four (4) Public Housing & Section 8 business program applications were evaluated to replace the existing maintenance and software support services rendered by the EmPHASys Corporation.
- The Housing Authority migrated to Prince George's County Network Domain for information technology support.
- Implement Strategic Technology Protection System for automation of system security updates and patches.
- Upgraded computer equipment through planned obsolescence.
- Upgraded VPN hardware.
- Explored/Implemented alternative technical solutions to replace current DSL response time for remote connectivity and performance.

**WAITING LIST:**

There remains a surplus of applicants on the combined waiting list. Applications are handled through the Central Intake Unit within the Rental Assistance Division. The Public Housing waiting list remains open for the efficiency and one-bedroom units for the elderly and persons with disabilities. At beginning of FY 2010 there are only a few families remain on the waiting list for 4 bedroom units.

**SUPPORTIVE SERVICES**

**PUBLIC HOUSING:**

**Resident Services**

- Since funding ended for the Resident Opportunity and Self Sufficiency (ROSS) Grant in 2006, staff have reorganized Resident Services but continue to maintain grant focus "to ensure that seniors are able to age in place and maintain their independence as long as possible, by providing community-base services, as well as, other alternatives to institutional care. A comprehensive

network of supportive services continues to be made available through collaborative efforts of several County agencies and community-based organizations. Services are targeted for at-risk seniors and individuals with disabilities at four (4) public housing properties.

### **Family Resource Academy (FRA)**

- Operating as Family Resource Academies, the Housing Authority has converted community spaces into effective self-sufficiency programs for public housing residents. Major projects include: Activities for residents of all ages which include classes, youth councils, health screenings, parenting classes and structured leisure and recreational pursuits.
- The growing interest in the FRA program requires the Authority to develop curricula changes, and modify software and hardware requirements. Instructors were hired to *develop* Information Technology *curricula* for centers during FY2009.

## **SECTION 8:**

### **HOUSING CHOICE VOUCHER HOMEOWNERSHIP PROGRAM**

The Authority administers a Section Homeownership Program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented in 24 CFR Part 982.

In FYE 2009, the Housing Choice Voucher Homeownership Program HCVHP) successfully assisted thirteen (13) families to become first-time homebuyers. The program is designed to assist voucher participants who meet certain income and work history requirements, with their transition from rental to homeownership.

## **PUBLIC HOUSING:**

### **PUBLIC HOUSING TURNKEY III PROGRAM**

HAPGC does administer homeownership programs under an approved Section 5(h) homeownership program (42 U.S.C.1437c (h)).

In FY 2009, plans are underway to sell the last unit to a current renter, however, because of economic conditions the leaseholder was unable to purchase. The Housing Authority continues to advise this resident. Under Turnkey III, residents rent with the option to purchase.

## RESIDENT TRAINING

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

## BOND SECURITIZATION

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

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

Reconstruction work for the new parking lot at 1100 Owens Road is complete. This project was completed and closed out, March 2009. The debt service term ends: July, 2023.

## **REAL ESTATE ASSESSMENT CENTER (REAC) SUBSYSTEMS**

To obtain a *Standard Performer* status, a PHA must score at least 60 percent of the points available in *each* of the four indicators and achieve an overall **PHAS** score of 60 percent or greater. The Housing Authority of Prince George's County was *last* assessed in FY2007 by REAC. The Authority's composite score was 82 when last scored.

To date, only the component for the PHA Score Report for FYE 2009 is complete. Therefore, the Housing Authority is unable to provide a Total Score at this time.

PHAS Score Report for FY 2009 for Public Housing is as follows:

Housing Authority of Prince George's County		
<i>PHAS Score Report for Fiscal Year 2009</i>		
PHAS Indicator	Original Score	Maximum Score
1 <b>Physical</b>	22	30
2 Financial	N/A	20
3 Management Operations	N/A	40
4 Capital Fund	N/A	10
<b>PHAS Total Score</b>	<b>N/A</b>	<b>100</b>

Section 8

➤ The Prince George's County Housing Choice Voucher Program final SEMAP Overall Score (in %) for the fiscal year ended June 30, 2009, is 103%. SEMAP designation for the overall performance rating is a *High Performer*.

The following are scores for each SEMAP indicator.

Housing Authority of Prince George's County		
<i>SEMAP Score Report for Fiscal Year 2009</i>		
SEMAP Indicators	Score	
1 Selection from the Waiting List	15	
2 Reasonable Rent	20	
3 Determination of Adjusted Income	20	
4 Utility Allowance Schedule	5	
5 HQS Quality Control	5	
6 HQS Enforcement	10	
7 Expanding Housing Opportunities	5	
8 Payment Standards	5	
9 Timely Annual Reexaminations	10	
10 Correct Tenant Rent Calculations	5	
11 Pre-Contract HQS Inspections	5	
12 Annual HQS Inspections	10	
13 Lease-up	20	
14 Family Self-Sufficiency	10	
15 <i>Deconcentration Bonus</i>	5	

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

## *Upcoming Plan Year – FYB 2010*

*(07/01/2010 – 06/30/2011)*

The Annual Plan provides details about the Authority's immediate operations and services, and the HAPGC's strategy for achieving goals and objectives for the upcoming fiscal year beginning (FYB) July 1, 2010. The Annual Plan is based on the premise that accomplishing goals and objectives will enable the Housing Authority to carry out its mission.

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

### **FINANCIAL STABILITY**

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

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

which the proceeds from organizational Sale of Homeownership units originated.

## **INFORMATION TECHNOLOGY:**

Business applications that the Authority expects to complete by FYE 2010 are:

- Convert from EmPHAsys applications to Visual Homes, a new software vendor.
- Complete Visual Homes program installation, customization, staff training and data conversions for business module categories including:
  - (a) Housing, Tenant, Document & Workflow Management
  - (b) Financial Accounting Management, and
  - (c) IT Staff Training.
- Continue to upgrade office computer equipment through planned obsolescence.
- Conduct Material Inventory, and hand-held UPCS Inspections.
- Test and implement corrected UPCS inspection software.
- Implement Remote Desktop Management System.
- Implement Physical Needs Assessment Report automation.
- Update Agency website allowing access to downloadable Agency forms, programs and services.

## **SUPPORTIVE SERVICES (FYB 2010)**

*(07/01/2009 – 06/30/2010)*

Several successful programs that helped families achieve self-sufficiency will continue and expand for the upcoming 2010 fiscal year and well into the five years of this plan. Selected programs/services are listed below:

## **PUBLIC HOUSING:**

### **Family Resource Academy (FRA)**

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

A continued goal of the Authority is to keep these academies open. The Housing Authority will continue to encourage participation from all families to become involved in Academy operations. Students of the Prince George's County Public School System are encouraged to use Community Service hours received through the FRA towards Community Service Credits required for high school graduation. Parents and other adults are also encouraged to use these academies to meet job enrichment opportunities and HUD's Community Service requirements.

The growing interest in the FRA program requires the Authority to develop curricula changes, and modify software and hardware requirements. Instructors were hired to *develop* Information Technology *curricula* for centers during FY2009.

Development of the Information Technology Center at Rollingcrest Villages has resumed and is expected to be completed by late FY2010.

## **PUBLIC HOUSING:**

### **Resident Opportunity and Self-Sufficiency (ROSS)**

Resident Services continues without grant funding addresses issues “to ensure that seniors are able to age in place and maintain their independence as long as possible, by providing community-base services, as well as, other alternatives to institutional care. A comprehensive network of supportive services continues to be made available through collaborative efforts of several County agencies and community-based organizations. Services are targeted fro at-risk seniors and individuals with disabilities at four (4) public housing properties. Staff continues to enhance and promote residents’ independence thus reducing the incidence of premature institutionalization.

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

## **SECTION 8:**

### **HOUSING CHOICE VOUCHER HOMEOWNERSHIP PROGRAM**

The Authority administers a Section Homeownership Program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented in 24 CFR Part 982.

The goal of the Housing Choice Voucher Homeownership Program (HCVHP)

for FYE 2010 is to successfully assist an additional twenty (20) more families to become first-time homebuyers.

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

### **Family Self-Sufficiency (FSS)**

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

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

### **Homeownership Program**

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

- a) Eligible Housing Choice Voucher Program participants; and
- b) The PHA will maximize this option to as many families as possible.

### **Public Housing Turnkey III Program**

At Marcy Avenue, a Turnkey III property, plans are underway for FYB 2010 to sell the last unit to a current renter and complete the conversion of the project to full homeownership. The Authority will aggressively work with the current resident through the first-time homebuyers program.

### **Waiting List**

HAPGC maintains a combined waiting list for both Public Housing and Section 8 units. According to the Consolidated Plan, the Authority is currently serving 4,924 households with incomes between 30 to 50 percent of the median income. An additional 5, 011 household are in need of housing. Approximately 50 percent of the households in need of housing are the elderly and families with disabilities. The

remaining are families with children. The waiting list is currently closed. Funding remains the largest obstacle to addressing the unmet needs.

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

### **McGuire House**

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

### **Force Account Maintenance Employees**

In FY2010 the Housing Authority will review the existing Facilities Management Services Contract to determine the most cost effective way to continue to provide maintenance and janitorial services to its' residents.

### **Follow Up Plan Certification**

- ❑ **Communication** – The Authority will continue to attempt to get residents to participate in monthly Resident Organization meetings. Establishment of additional FRAs should also improve resident involvement.
  
- ❑ **Safety** - New lighting is incorporated into Housing's plan to create additional parking at two public housing properties. Additional lighting is also included in the CFP for Kimberly Gardens. Finally, more crime prevention workshops will be performed by the County's Community Police at each of the developments. Uniformed police officers were recruited to move in Kimberly Gardens, Marlborough Towne, and 1100 Owens Road properties. Efforts will continue to get uniformed police officers to live-on-site at Cottage City Towers. Police presence has helped to curve lease violation problems with lease violations related to criminal activity.

## **10 (B) SIGNIFICANT AMENDMENT AND SUBSTANTIAL DEVIATION/MODIFICATION**

The Housing Authority of Prince George's County defines "Significant Amendments and Substantial Deviations/Modifications to the Plan", as:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or Five-Year Plan) when dollar amount exceeds 10% of the Capital Fund Budget or the amount of replacement reserve funds that exceeds 10% of the annual Capital Fund Budget; ®
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

### **REQUIREMENTS FOR SIGNIFICANT AMENDMENTS TO THE PHA PLAN**

Any significant amendment or substantial deviation/modification to a PHA Plan is subject to the same requirements as the original PHA Plan (including time frames). Following are the requirements:

- The Housing Authority must consult with the Resident Advisory Board (RAB).
- The Authority must ensure consistency with the Consolidated Plan of the jurisdiction(s).
- The Authority must provide for a review of the amendments/modifications by the public during a 10-day public review period.
- The Housing Authority may not adopt for the amendment or modification until the PHA has duly called a meeting of its Board of Directors (or similar governing body). This meeting, at which the amendment or modification is adopted, must be open to the public.
- The Authority may not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures.

### **Public Hearing**

A Public Hearing was held for the Annual Agency Plan on March 3<sup>rd</sup>. Staff met with residents Housing Authority-wide and the RAB to discuss the Annual Plan for FYB 2010 and get their input. The main interest of residents include: security, parking and towing, dwelling unit painting, kitchen/bath renovations, window washing, and site signage. Work activities detailed elsewhere in the plan will take place in coming plan year.

Staff are required to discuss with residents and receive feedback on contents of changes in policies or procedures. HUD Mandatory Requirements and Housing Authority Program/Policy Changes were discussed with residents as outlined in section

Updates were provided residents in the FY2009 Accomplished Activities Chart, as well as in the FY2010 Projected Activities chart. Residents were also apprised of Capital Fund Program (CFP) grant performance and evaluation reviews.

## **PERFORMANCE AND EVALUATION REPORT**

### **RESIDENT CONSULTATION**

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

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

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

*CFP FY 2006 - Obligated, but not expended.*

*CFP FY 2007 - Obligated, but not expended*

*CFP FY 2008 - Open*

*CFP FY 2009 - Open*

*STIMILUS - - Open*

## RESIDENTS ADVISORY BOARD COMMENTS (RAB)

Resident comments are as follows:

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

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

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

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

- **Response:** Replacement of site signs at the above sites is included in the modernization plan. Signs have been designed for the four (4) properties. Construction is expected to begin FY 2010.

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

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

- **Response:** Residents did not appear overly concerned by the information since they were told that charges would reflect the proposed Pepco increase not to exceed \$2.50 per month.

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

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

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## **Statement of Consistency with the Consolidated Plan**

### **Consolidated Plan jurisdiction: Prince George's County, Maryland**

The Housing Authority of Prince George's County has taken the following steps to ensure consistency of this Annual Plan with the Consolidated Plan for the jurisdiction:

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.

The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

- Shared goals,
- Objectives, and
- Strategies.

## 11.0 REQUIRED DOCUMENTS

- ✓ Form HUD-50075  
PHA PLAN TEMPLATE
- ✓ Form HUD-50077  
PHA CERTIFICATION OF COMPLIANCE WITH THE PHA PLAN AND RELATED REGULATIONS
- ✓ Form HUD-50070  
CERTIFICATION FOR A DRUG-FREE WORKPLACE
- ✓ Form HUD-50071  
CERTIFICATION FOR PAYMENTS TO INFLUENCE FEDERAL TRANSACTIONS
- ✓ Form SF-LLL  
DISCLOSURE OF LOBBYING ACTIVITIES
- ✓ Form SF-LLL-A *(Not Applicable)*  
Disclosure of Lobbying Activities Continuation Sheet
- ✓ Resident Advisory Board (RAB) comments  
(ATTACHMENT)
- ✓ Challenged Elements *(Not Applicable)*
- ✓ Form HUD-50075.1<sup>(® 06/24/2010)</sup>  
CAPITAL FUND PROGRAM ANNUAL STATEMENT/PERFORMANCE AND EVALUATION REPORT
- ✓ Form HUD-50075.2<sup>(® 06/24/2010)</sup>  
CAPITAL FUND PROGRAM FIVE-YEAR ACTION PLAN

# 2010 AGENCY PLAN

## CAPTIAL FUND PROGRAM (CFP) TABLES

*Housing Authority of Prince George's County, Maryland  
Department of Housing and Community Development*

*PHA Plans*

*5 Year Plan for Fiscal Years 2010 – 2014*

*Annual Plan for Fiscal Year 2010*

CFP 2010      MD39P015501-10

Annual Statement and 5 Year Action Plan

50075.1 & 50075.2

(md015a10)

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

Part I: Summary		FFY of Grant: 10 FFY of Grant Approval:	
PHA Name: Housing Authority of Prince George's County		Grant Type and Number Capital Fund Program Grant No: MD39P0155010-10 Replacement Housing Factor Grant No: Date of CFFP: Y	
Type of Grant	<input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/16/10	<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Obligated
		Revised <sup>2</sup>	Expended
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	38,000.00	
3	1408 Management Improvements	33,900.00	
4	1410 Administration (may not exceed 10% of line 21)	50,000.00	
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	35,000.00	
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures	228,472.62	
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment		
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities <sup>4</sup>		

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

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

Part I: Summary		FFY of Grant: 10	
PHA Name: Housing Authority of Prince Georges County		FFY of Grant Approval:	
Grant Type and Number Capital Fund Program Grant No: MD39P015501-10 Replacement Housing Factor Grant No: Date of CFFP: Y			
Type of Grant		Revised Annual Statement (revision no: )	
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Final Performance and Evaluation Report	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/16/10		Total Actual Cost <sup>1</sup>	
Line	Summary by Development Account	Total Estimated Cost	
		Original	Revised <sup>2</sup>
		Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	118,954.38	
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)	0	
20	Amount of Annual Grant: (sum of lines 2 - 19)	500,427.00	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs	11,400.00	
24	Amount of line 20 Related to Security - Hard Costs	22,500.00	
25	Amount of line 20 Related to Energy Conservation Measures	198,472.62	
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

6/24/10

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









# 2010 AGENCY PLAN

## CAPTIAL FUND PROGRAM (CFP) TABLES

*Housing Authority of Prince George's County, Maryland  
Department of Housing and Community Development  
PHA Plans*

*5 Year Plan for Fiscal Years 2010 – 2014  
Annual Plan for Fiscal Year 2010*

CFP 2010      MD39P015501-10

### 5 Year Action Plan Section

50075.2

CFP 2010- MD39P015501-10 Agency Plan Submission to James Brown

<b>Part I: Summary</b>						
PHA Name/Housing Authority of Prince George's						
Development Number and Name		Locality (City/County & State)		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:		
		Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2011	Work Statement for Year 3 FFY 2012	Work Statement for Year 4 FFY 2013	Work Statement for Year 5 FFY 2014
A.	9400 Peppercorn Place, Suite 200, Largo, Maryland					
B.	Physical Improvements Subtotal	Annual Statement	228,472.62	228,472.62	228,472.62	228,472.62
C.	Management Improvements		33,900.00	33,900.00	33,900.00	33,900.00
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		50,000.00	50,000.00	50,000.00	50,000.00
F.	Other Fee and cost		31,100.00	31,100.00	31,100.00	31,100.00
G.	Operations		38,000.00	38,000.00	38,000.00	38,000.00
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service		118,954.38	118,954.38	118,954.38	118,954.38
K.	Total CFP Funds		500,427.00	500,427.00	500,427.00	500,427.00
L.	Total Non-CFP Funds					
M.	Grand Total		500,427.00	500,427.00	500,427.00	500,427.00







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

Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2011		Work Statement for Year 3 FFY 2012	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
Annual Statement	PHA - WIDE – ID SYSTEM	3,000.00		
	MD 15-2 Owens Road			
	Copier/Fax	1,700.00		
	Computer	2,200.00		
	MD15-6 – Cottage City Towers			
	Copier/Fax	1,700.00	Training /Soft Cost	30,000.00
	Computer	2,200.00		
	MD15-4 Kimberly Gardens			
	Copier/Fax	1,700.00		
	Computer	2,200.00		
	MD15- 3 Marlborough Town			
	Copier/Fax	1,700.00		
	Computer	2,200.00		
	MD 15-4 Rollingcrest Village			
	Copier/Fax	1,700.00		
	Computer	2,200.00		
	<b>Sub Total /Hard Cost</b>	<b>22,500.00</b>		
	Training /Soft Cost	11,400.00		
	<b>Subtotal of Estimated</b>	<b>33,900.00</b>	<b>Subtotal of Estimated Cost</b>	<b>30,000.00</b>



# 2010 AGENCY PLAN

## CAPTIAL FUND PROGRAM (CFP) TABLES

*Housing Authority of Prince George's County, Maryland  
Department of Housing and Community Development*

*PHA Plans*

*5 Year Plan for Fiscal Years 2010 – 2014*

*Annual Plan for Fiscal Year 2010*

CFP 2010      MD39**S**015501-09

Performance & Evaluation Report - STIMULUS

Part 1 - 50075.1

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

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

Part I: Summary		FFY of Grant Approval:	
PHA Name: Housing Authority of Prince George's County		FFY of Grant: 09	
Grant Type and Number Capital Fund Program Grant No: MD39S01550-09 Replacement Housing Factor Grant No: Date of CFEP: N		FFY of Grant Approval:	
Type of Grant	<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/16/10	<input checked="" type="checkbox"/> Revised Annual Statement (revision no:01 ) <input type="checkbox"/> Final Performance and Evaluation Report	Total Actual Cost <sup>1</sup>
Line	Summary by Development Account	Total Estimated Cost Revised <sup>2</sup>	Obligated Expended
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>		
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)	63,345.00	63,345.00
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	20,000.00	20,000.00
8	1440 Site Acquisition		
9	1450 Site Improvement	100,000.00	100,000.00
10	1460 Dwelling Structures	450,100.00	100,000.00
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment		
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities <sup>4</sup>		

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

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

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

Part I: Summary		FFY of Grant Approval:	
PHA Name: Housing Authority of Prince Georges County	Grant Type and Number Capital Fund Program Grant No: MD39S015501-09 Replacement Housing Factor Grant No: Date of CFFP: N		
Type of Grant	<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending:		
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Revised <sup>2</sup>
		Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	633,445.00	633,445.00
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures	550,100.00	
Signature of Executive Director <i>James E. Johnson</i>		Signature of Public Housing Director	
Date 6/17/10		Date	

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





# 2010 AGENCY PLAN

## CAPTIAL FUND PROGRAM (CFP) TABLES

*Housing Authority of Prince George's County, Maryland  
Department of Housing and Community Development*

*PHA Plans*

*5 Year Plan for Fiscal Years 2010 – 2014*

*Annual Plan for Fiscal Year 2010*

**CFP 2009      MD39P015501-09**

**Performance & Evaluation Report w/ Revisions**

Part 1 - 50075.1

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

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

Part I: Summary		Grant Type and Number		FFY of Grant: 09	
PHIA Name: Housing Authority of Prince George's County		Capital Fund Program Grant No: MD339P01550109		FFY of Grant Approval:	
		Replacement Housing Factor Grant No:			
		Date of CFFP: Y			
Type of Grant	<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision no:01 )		
	<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/16/10	<input type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/16/10	<input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost	Obligated	Total Actual Cost <sup>1</sup>	Expended
		Original	Revised <sup>2</sup>		
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	40,000.00	40,000.00		
3	1408 Management Improvements	30,000.00	30,000.00	30,000.00	
4	1410 Administration (may not exceed 10% of line 21)	50,000.00	50,000.00	50,000.00	
5	1411 Audit	2,000.00	2,000.00	2,000.00	
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0	24,662.00		
8	1440 Site Acquisition	24,662.00	0	0	0
9	1450 Site Improvement				
10	1460 Dwelling Structures			51,358.13	51,358.13
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

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

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

Part I: Summary		FFY of Grant: 09	
PHA Name: Housing Authority of Prince Georges County		FFY of Grant Approval:	
Grant Type and Number Capital Fund Program Grant No: MD39P015501-09 Replacement Housing Factor Grant No: Date of CFEP: Y			
Type of Grant		Revised Annual Statement (revision no: 01 )	
<input type="checkbox"/> Original Annual Statement		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 01 )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/16/10		<input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Revised <sup>2</sup>
		Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	118,954.38	118,954.38
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	500,427.00	500,427.00
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures	171,810.62	171,810.62
Signature of Executive Director <i>James E. Johnson</i>		Signature of Public Housing Director	
Date 6/17/10		Date	

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

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

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

<b>Part II: Supporting Pages</b>		<b>Federal FFY of Grant: 09</b>						
PHA Name: Housing Authority of Prince George's County		Grant Type and Number Capital Fund Program Grant No: MD39P015501-09 CFFP (Yes/ No): Y Replacement Housing Factor Grant No:						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
MD 15-7	Install New Roofs	1460	22	0	45,000.00	45,000.00		Completed
MD15-2	Replace Trash Compactors	1460	1	45,000.00	0	0	0	
MD15-2	Replace Domestic Water Lines in Crawl Spaces	1460	1	26,926.24	28,041.86	28,041.86		Work In Progress
MD 15-2	Install Energy Efficient Fixtures.	1460	123	21,884.38	23,884.38			Not Started
MD15-2	Replace Select Unit Entrance Doors	1460	8	8,000.00	8,000.00			Not Strated
MD15-3	Install Energy Efficient Water Heaters	1460	64	30,000.00	30,000.00			Not Started
MD15-3	Add Insulation in Attics	1460	63	25,000.00	21,884.38			Not Started
MD15-4	Add Insulation in Attics	1460	50	30,000.00	30,000.00			Not Started
MD15-6	Replace Select Unit Entrance Doors	1460	8	8,000.00	8,000.00			Not Started
MD15-7	Replace Select Furnances	1460	12	40,000.00	40,000.00			Not Started
	Sub Total			234,810.62	234,810.62	73,041.86		

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

<b>Part II: Supporting Pages</b>		<b>Grant Type and Number</b>		<b>Federal FFY of Grant: 09</b>				
PHA Name: Housing Authority of Prince Georges County		Capital Fund Program Grant No: `MD39P015501-09						
CFPP (Yes/No): Y		Replacement Housing Factor Grant No:						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA-WIDE	Operating Fund	1406	1	40,000.00	40,000.00			
PHA-WIDE	Management Improvement	1408	1	30,000.00	30,000.00			
PHA-WIDE	Administration Coordinator	1410	1	50,000.00	50,000.00			
PHA-WIDE	Audit	1411	1	2,000.00	2,000.00			
PHA-WIDE	Fees and Costs	1430	1	0	24,662.00			
PHA-WIDE	Debt Services	1501	1	118,954.38	118,954.38	118,954.38	27,038.13	
	Subtotal Total			265,616.38	265,616.38	191,996.24		
	Grant Total			500,427.00	500,427.00	191,996.24	27,038.13	

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.

# 2010 AGENCY PLAN

## CAPTIAL FUND PROGRAM (CFP) TABLES

*Housing Authority of Prince George's County, Maryland  
Department of Housing and Community Development*

*PHA Plans*

*5 Year Plan for Fiscal Years 2010 – 2014*

*Annual Plan for Fiscal Year 2010*

**CFP 2008      MD39P015501-08**

**Performance & Evaluation Report w/ Revisions**

**Part 1 - 50075.1**

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

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

Part I: Summary		Grant Type and Number		FFY of Grant: 08	
PHA Name: Housing Authority of Prince George's		Capital Fund Program Grant No: MD39P015501-08		FFY of Grant Approval:	
		Replacement Housing Factor Grant No:			
		Date of CFFP: Y			
Type of Grant		<input checked="" type="checkbox"/> Revised Annual Statement (revision no:01 ) <input type="checkbox"/> Final Performance and Evaluation Report			
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/16/10		Reserve for Disasters/Emergencies			
Summary by Development Account		Total Estimated Cost		Total Actual Cost <sup>1</sup>	
Line		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	10,000.00	10,000.00	10,000.00	10,000.00
3	1408 Management Improvements	25,500.74	25,500.74	25,500.74	8,230.64
4	1410 Administration (may not exceed 10% of line 21)	49,531.00	49,531.00	49,531.00	
5	1411 Audit	2,000.00	2,000.00	2,000.00	
6	1415 Liquidated Damages				
7	1430 Fees and Costs	45,000.00	45,000.00	45,000.00	14,748.00
8	1440 Site Acquisition				
9	1450 Site Improvement	20,000.00	35,000.00	35,000.00	15,000.00
10	1460 Dwelling Structures	206,259.50	217,559.50	206,259.50	58,905.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures	26,300.00	0	0	0
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

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

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

Part I: Summary		FFY of Grant: 08	
PHA Name:	Grant Type and Number	FFY of Grant Approval:	
Housing Authority of Prince George's County	Capital Fund Program Grant No: MD39P015501-08 Replacement Housing Factor Grant No: Date of CFFP: Y		
Type of Grant		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 01 )	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/16/10		<input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Obligated
18a	1501 Collateralization or Debt Service paid by the PHA	115,838.76	115,838.76
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	500,430.00	500,430.00
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs	25,500.74	
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures	139,159.50	
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	
<i>Carla Carter for James E. Johnson</i>		<i>6/17/10</i>	

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

<b>Part II: Supporting Pages</b>		<b>Federal FFY of Grant: 08</b>				
PHA Name: Housing Authority of Prince George's County		Grant Type and Number Capital Fund Program Grant No: MD39P015501-08 CFFP (Yes/No): Y Replacement Housing Factor Grant No:				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost Original Revised <sup>1</sup>	Total Actual Cost Funds Obligated <sup>2</sup> Funds Expended <sup>2</sup>	Status of Work
MD15-2	Expand sprinkler System in Basement	1460	2	30,000.00 0	0	
MD15-2	Replace emergency call switches	1460	1	15,000.00 0	0	
MD15-2	Replace Ceiling in Boiler Room	1460	1	80,000.00 24,400.00	24,400.00	Completed
MD15-2	Replace Fascia Flashings Gutters and Downspouts on Front Canopy	1450	1	20,000.00 35,000.00	35,000.00	Completed
MD15-2	Replace In-Line Riser Gate Valves with Ball Valves	1460	1	20,000.00 0	0	
MD15-2	Replace Basement Doors Maintenance Room	1460		20,000.00 18,500.00	18,500.00	Completed
MD15-4	Replace Siding	1460	1	0 43,561.24	0	Completed
MD15-4	Expand Sprinkler System in Basement	1460	1	31,259.50 0	0	
MD15-7	Install Thresholds in Units to Meet 504 Requirements	1460	1	10,000.00 11,500.00	11,500.00	Work in Progress
MD15-7	Replace Chimney Flues	1470	1	0 0	0	
MD15-7	Replace Chimney Flues	1460	1	26,300.00 26,300.00	26,300.00	Completed
MD15-3	Replace Concrete Sidewalk	1460	1	0 42,500.00	42,500.00	Work in progress
MD15-2	Replace Domestic Water Lines in Crawl Spaces	1460	1	0 50,798.26	50,798.26	Work in Progress
	Sub Total			252,559.50 252,559.50	252,559.50 57,900.00	

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.



# 2010 AGENCY PLAN

## CAPTIAL FUND PROGRAM (CFP) TABLES

*Housing Authority of Prince George's County, Maryland  
Department of Housing and Community Development*

*PHA Plans*

*5 Year Plan for Fiscal Years 2010 – 2014*

*Annual Plan for Fiscal Year 2010*

CFP 2007      MD39P015501-07

Performance & Evaluation Report

Part 1 - 50075.1

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

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

Part I: Summary		Grant Type and Number		FFY of Grant: 07	
PHA Name: Housing Authority of Prince George's County		Capital Fund Program Grant No: MD39P015501-07		FFY of Grant Approval: 07	
		Replacement Housing Factor Grant No:			
		Date of CFFP: Y			
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: )	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Final Performance and Evaluation Report	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/16/10					
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>	Obligated	Expended
		Original	Revised <sup>2</sup>		
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	10,000.00		10,000.00	10,000.00
3	1408 Management Improvements	25,000.00		25,000.00	
4	1410 Administration (may not exceed 10% of line 21)	49,531.00		49,531.00	49,531.00
5	1411 Audit	2,000.00		2,000.00	
6	1415 Liquidated Damages				
7	1430 Fees and Costs	45,000.00		45,000.00	45,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	246,300.24		246,300.24	77,917.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

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

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

<b>Part I: Summary</b>		FFY of Grant: 07	
PHA Name: Housing Authority of Prince George's County		FFY of Grant Approval: 07	
Grant Type and Number Capital Fund Program Grant No: MD39P015501-07 Replacement Housing Factor Grant No: Date of CFFP: Y			
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/16/10		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Estimated Cost	
Line		Original	Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	117,503.76	117,503.76
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	495,335.00	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities	34,690.00	
23	Amount of line 20 Related to Security - Soft Costs	25,000.00	
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures	74,690.00	
Signature of Executive Director <i>Carla Cravells for James E. Johnson</i>		Signature of Public Housing Director	
Date 6/17/10		Date	

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





# 2010 AGENCY PLAN

## CAPTIAL FUND PROGRAM (CFP) TABLES

*Housing Authority of Prince George's County, Maryland  
Department of Housing and Community Development*

*PHA Plans*

*5 Year Plan for Fiscal Years 2010 – 2014  
Annual Plan for Fiscal Year 2010*

**CFP 2006      MD39P015501-06**

**Performance & Evaluation Report w/ Revisions**

**Part 1 - 50075.1**

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

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

Part I: Summary		Grant Type and Number		FFY of Grant: 06	
PHA Name: Housing Authority of Prince George's County		Capital Fund Program Grant No: MD39P015501-06		FFY of Grant Approval:	
Replacement Housing Factor Grant No:		Grant No: MD39P015501-06			
Date of CFP: Y					
Type of Grant		Revised Annual Statement (revision no:2 )		Total Actual Cost <sup>1</sup>	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Final Performance and Evaluation Report			
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/16/10		<input checked="" type="checkbox"/> Revised Annual Statement (revision no:2 )			
Line	Summary by Development Account	Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	10,000.00	10,000.00	10,000.00	10,000.00
3	1408 Management Improvements	25,580.00	25,580.00	25,580.00	25,580.00
4	1410 Administration (may not exceed 10% of line 21)	21,589.00	21,589.00	21,589.00	21,589.00
5	1411 Audit	1,500.00	1,500.00	1,500.00	
6	1415 Liquidated Damages				
7	1430 Fees and Costs	29,000.00	29,000.00	29,000.00	29,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement	81,586.24	93,697.98	81,586.24	81,586.24
10	1460 Dwelling Structures	62,769.00	52,319.50	62,769.00	52,319.50
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

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

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

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

<b>Part I: Summary</b>		FFY of Grant: 06	
<b>PHA Name:</b> Housing Authority of Prince George's County	<b>Grant Type and Number</b> Capital Fund Program Grant No: MD39P015501-06 Replacement Housing Factor Grant No: Date of CFFP: Y	<b>FFY of Grant Approval:</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/16/10		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 ) <input type="checkbox"/> Final Performance and Evaluation Report	
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>	<b>Total Actual Cost<sup>1</sup></b>
		<b>Original</b>	<b>Revised<sup>2</sup></b>
18a	1501 Collateralization or Debt Service paid by the PHA	118,928.76	118,928.76
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)	2,000.00	337.76
20	Amount of Annual Grant:: (sum of lines 2 - 19)	350,953.00	350,953.00
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures	146,017.48	
<b>Signature of Executive Director</b>		<b>Signature of Public Housing Director</b>	
<i>James E. Johnson</i>		<i>[Signature]</i>	
<b>Date</b>		<b>Date</b>	
6/17/10			

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



