



Richmond **Redevelopment**
& **Housing** Authority

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

Richmond Redevelopment & Housing Authority

PHA Plans

Annual Plan for Fiscal Year 2012

Submitted September 2011

Richmond Redevelopment & Housing Authority

PHA Annual Plan for the Fiscal Year Beginning
10/1/2012

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Richmond Redevelopment & Housing Authority

PHA Annual Plan for the Fiscal Year Beginning Section 6.0 - HUD-50075: PHA Plan Update

The following section identifies which PHA Plan elements have been revised by the PHA since its last Annual Plan submission, as shown below.

Plan Element	Revised	Not Revised
1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2) Financial Resources	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3) Rent Determination	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4) Operation and Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5) Grievance Procedures	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6) Designated Housing for Elderly and Disabled Families	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7) Community Service and Self-Sufficiency	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8) Safety and Crime Prevention	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9) Pets	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10) Civil Rights Certification	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11) Fiscal Year Audit	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12) Asset Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13) Violence Against Women Act	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Statements regarding the specific revisions in each Plan element that have occurred since the last PHA Plan submission on September 19, 2010 are furnished further below.

The specific location(s) where the public may obtain copies of the Annual PHA Plan are:

RRHA main administrative offices, 901 & 918 Chamberlayne Parkway, Richmond, VA 23220 and all RRHA Property Management Offices.

Goal 5: High Performance Business Culture – Implementing operating best practices create an attractive work environment and ensure direct accountability

- Objective 5.1 Acquire, develop and retain the best talent
- Objective 5.2 Align financial and human resources to achieve RRHA mission
- Objective 5.3 Foster a culture of learning, agency awareness and performance

PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

Plan Element	Revised	Not Revised
1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2) Financial Resources	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3) Rent Determination	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4) Operation and Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5) Grievance Procedures	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6) Designated Housing for Elderly and Disabled Families	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7) Community Service and Self-Sufficiency	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8) Safety and Crime Prevention	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9) Pets	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10) Civil Rights Certification	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11) Fiscal Year Audit	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12) Asset Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13) Violence Against Women Act	<input checked="" type="checkbox"/>	<input type="checkbox"/>

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

RRHA Main Administrative Office, 901 Chamberlayne Parkway, Richmond, VA, 23220
RRHA Development Management Offices

7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i>
8.0	Capital Improvements. <i>Please complete Parts 8.1 through 8.3, as applicable.</i>
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. <i>As part of the PHA 5-Year and Annual Plan, annually complete and submit the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</i>
8.2	Capital Fund Program Five-Year Action Plan. <i>As part of the submission of the Annual Plan, PHAs must complete and submit the Capital Fund Program Five-Year Action Plan, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</i>
8.3	Capital Fund Financing Program (CFFP). <input checked="" type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.
9.0	Housing Needs. <i>Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income and very low-income families who reside in the jurisdiction served by the</i>

	PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.
9.1	Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5- Year Plan.</p> <p><u>Progress in Meeting Mission and Goals</u></p> <p>The RRHA Strategic Plan Steering Committee has identified two-year Strategic Priorities that are essential to:</p> <ul style="list-style-type: none"> • Ensure near term, visible evidence of our ability to deliver on the promise to be an effective catalyst for quality housing and revitalization of our communities; i.e. <i>Make significant progress on our real estate and community development and economic opportunities goals</i> • Position and enable our organization to effectively deliver on the promise; i.e. <i>Make significant progress on our internal efficiency and fiscal responsibility, customer service and high performance goals</i> <p>Annually, these two-year priorities are reviewed and updated. The following pages provide priority status as of December 2010. Upcoming progress reporting will be on 2011-2012 Strategic Priorities.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> i. Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) j. Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) k. Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) l. Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) m. Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) n. Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. o. Challenged Elements p. Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) q. Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)

Revised Admissions & Continued Occupancy Policy (ACOP) Chapters

1. The following chapters were revised to include new rules and regulations required by HUD

- **Chapter 2 Fair Housing** – updated language regarding VAWA to comply with final rule published on October 27, 2010
- **Chapter 4 Applying for Admission** – added procedures to request an informal review hearing
- **Chapter 5 Eligibility and Screening**
 - added language that requires all adult household members of eligible families to attend New Tenant Orientation class prior to lease up
 - added language that applications will not be accepted from persons on RRHA's Barment List
- **Chapter 7 Occupancy Guidelines** – revised occupancy standards for admissions to be consistent with occupancy standards for current households.
- **Chapter 12 Reexaminations** – added language that RRHA will require a criminal background check annually for all adult household members.
- **Chapter 14 Transfer Policy** – added language that requires payment of new security deposit for all transfers.
- **Chapter 22 Tenant Grievance Procedure** – changed policy to allow at tenant's request grievance hearing to be conducted by hearing officer or hearing panel.

Statements Regarding Revised PHA Plan Elements

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

This section describes the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both Public Housing and Section 8 Housing Choice Voucher (HCV); and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)

Chapter 4 Applying for Admission

Rental Applicant Appeals Procedure

If an applicant for housing owned or operated by the Authority is determined to be ineligible for admission or not qualified for an Authority preference, the applicant has the right to question the reason for such determination. The Tenant Selection Office will state the reason for such determination in a letter to the applicant; however, the applicant may want verification, or may disagree with the reason. If this is the case, the applicant may request an informal review to review the matter.

Within 15 calendar days of being notified of ineligibility, the applicant must notify the Tenant Selection Office in writing to request an informal review. Upon receipt of the written notification, the Tenant Selection Supervisor will schedule a meeting, if applicable, at a time of mutual convenience to reconsider the determination. If the applicant is still not satisfied with the determination made, the request will then be forwarded to the Hearing Officer who will send a letter confirming the hearing date and time within 15 days from the receipt of the request from the Tenant Selection Office.

The applicant will have the right to bring evidence, witnesses, legal, or other representatives at their expense. They will also reserve the right to review any related documents in the possession of the Authority and obtain copies at their own expense (25 cent per page).

The Hearing Officer should be notified at least two days prior to the hearing of copies of any documents of evidence being used during the hearing, and of the applicant's intent to bring witnesses, legal or other representatives.

At the informal hearing, the Hearing Officer will review the reason for the determination and the applicant will be given an opportunity to state his or her concerns. If during the hearing additional documentation is requested, the applicant will have 5 calendar days to submit the information. Failure to do so will result in a decision being made without

the requested information. Within 15 business days from the date of the hearing, the Hearing Officer will render a decision as to whether the applicant should be given further consideration for admission or qualifies for preference. The applicant will be notified of the decision in writing, including a brief summary of the hearing, and a copy will be placed in the applicant's file. Whether in favor of the applicant or the Authority, all decisions will consider the law, HUD regulations, or Authority policy and procedure, and will not affect whatever rights the applicant may have to further appeals or a trial de novo in judicial proceedings.

Chapter 5 Eligibility and Screening

- **Non-Economic Eligibility Criteria**

- All adult household members are required to attend a New Resident Orientation session offered by RRHA prior to lease up. Failure to attend the Orientation will result in the disapproval of the family's application. Disapproved Families will be eligible to re-apply for admission after 1 year from the date of the negative occurrence.

The purpose of the Orientation will be to familiarize all new residents with the rules, regulations, policies and procedures pertinent to successful occupancy in RRHA;s programs. The Lease, House Rules, maintenance policies, housekeeping, Community Service requirement and earned Income Disallowance will be among the topics reviewed at Orientation.

- **Screening for Suitability**

- Applications will not be accepted from persons on the RRHA Barment list. The Barment Policy and/or an Appeal Hearing will be the basis for determining the time period for reapplying.

The following statements were removed from Screening for Suitability and included in the Denial for Life category in the Criminal Activity table.

- Have a family or household member who has been convicted of manufacturing or producing methamphetamine (Denied for life);
- Have a family member who is subject to a lifetime registration requirement under a State and/or Federal sex offender registration program (Denied for life).

Chapter 7 Occupancy Guidelines

- **Exceptions to Occupancy Standards for Admissions**

- For Families consisting of head and spouse or head and co-head with one or more children, an additional unborn child may be counted as a person in determining unit size. A pregnant woman must provide a proof of pregnancy letter on letterhead stationery from her attending physician before an unborn

child will be counted as a person in determining the unit size.

The following statements were removed from the Exceptions to the Occupancy Standards for Admission and included in the Standard Occupancy Standards:

- Two children of the opposite sex shall be required to share the same bedroom until 1 (one) reaches the age of 10 (ten) years.
- Adults of the opposite sex (other than spouses) may be required to share a bedroom.

The Authority now owns the Ordway Group Home outright but is not part of ACC units and is in process of conducting a feasibility study to determine a suitable use for the property.

The Authority at its discretion may partner with the US Department of Housing and Urban Development (HUD) to use one of its units and/or available voucher to support witness relocation activities. These families will be subject to a determination of eligibility, but will bypass the regular waiting list. The Authority may also require such families to relocate using a voucher outside the agency's jurisdiction. The Authority will only consider request for real "witness protection" and must be requested in writing by the Commonwealth Attorney for Richmond or by the Attorney General.

Revised Admissions & Continued Occupancy Policy (ADMIN) Chapters

1. The following chapters were revised to include new rules and regulations required by HUD

- **Chapter 2 – Fair Housing and Equal Opportunity** - Part I: Non-Discrimination, Violence Against Women Act Final Rule (removed Reauthorization Act of 2005, added “Final Rule”)
- **Chapter 3 - Eligibility** - Other Permitted Reasons for Denial of Assistance
A table has been added listing crimes within a specific timeframe that will determine when an applicant or any member of the household will be eligible for assistance.
- **Chapter 8** - Housing Quality Standards and Rent Reasonableness Determinations - The complete chapter has been revised.
- **Chapter 12** – Termination of Assistance and Tenancy - Added the words “sexual assault” to list of incidents covered under VAWA throughout this chapter
 - Terminating the Assistance of Domestic Violence, Dating Violence, Sexual Assault or Stalking Victims and Perpetrators
 - Added language to the first paragraph to implement applicable provisions of the HUD Final Rule of the Violence Against Women Act (VAWA), effective November 26, 2010
 - Added the entire second paragraph “RRHA will work closely with the City of Richmond Victim/Witness Advocacy Office and assist in providing and coordinating additional services as needed with various City and State agencies for children and adult victims.”
 - RRHA removed language that stated may, at its discretion, extend the deadline removed “10 calendar days.”
- **Chapter 17** – Project-Based Vouchers - The complete chapter has been revised.

ADMINISTRATIVE PLAN – SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

Chapter 3 - Eligibility

3-III.C. OTHER PERMITTED REASONS FOR DENIAL OF ASSISTANCE

Criminal Activity [24 CFR 982.553]

A table has been added listing crimes within a specified timeframe that will determine when an applicant or any member of the household will be eligible for assistance. This table is shown below.

Unacceptable Police Record - An unacceptable police record is one wherein the applicant or any member of the household has been convicted of a crime, within the time period specified below, or has a history of criminal activity that would jeopardize the health, safety and welfare of the community. Convictions that fall within these categories will be determined based upon the severity of the crime as indicated by the deposition.

RE-APPLY DATES ARE TO BE DETERMINED FROM THE DATE OF LAST CONVICTION.

- a. Denial for Life - Includes a family or household member who has been convicted of manufacturing or producing methamphetamine and a family or household member who is subject to a lifetime registration requirement under a State and or Federal sex offender registration program.
- b. Intent to Distribute Drugs or Other Controlled Substance - Includes evidence of conviction for trafficking or intent to distribute drugs or other controlled substance of any type other than alcohol.

Re-Apply:	Disapproval:
10 Yrs.	One (1) conviction within ten years from the date of application review.
Permanent	Two (2) convictions

- c. Manufacturing or Producing Methamphetamine - On or off the premises of assisted housing. Permanent disapproval.
- d. Possession of Drugs - Includes evidence of conviction for possession of drugs or other controlled substance other than alcohol. Favorable consideration shall be given after eighteen (18) months upon a professional agency verifying in writing that such applicant has been

rehabilitated.

Re-Apply:	Disapproval:
3 Yrs.	One (1) conviction within three years from the date of application review.
5 Yrs.	Two (2) or more convictions within five years from the date of application review.
10 Yrs.	Four (4) or more convictions within ten years from date of application review.

- e. Illegal Sale of Alcohol, Possession, Drunk, and/or DUI's - Includes evidence of alcohol abuse of which can constitute a danger of disrupting the peaceful occupancy of other tenants. Favorable consideration shall be given after eighteen (18) months upon a professional agency verifying in writing that such applicant has been rehabilitated.

Re-Apply:	Disapproval:
1 Year	One conviction within the past year of application review.
2 Yrs.	A combination of or two (2) of the above convictions within the past two years from the date of application review.
Permanent	Three (3) DUI's or any combination of the above convictions within seven (7) years from date of application review.

- f. Brandishing and/or Discharging a Firearm - Concealed Weapon - Such convictions include evidence of conduct which constitute a danger of disrupting the peaceful community of other tenants and endangering their welfare.

Re-Apply:	Disapproval:
5 Yrs.	One (1) conviction within the past five years from the date of application review.
10 Yrs.	Two (2) convictions within the past ten years from the date of application review.

- g. Assault, Battery and/or Bomb Threats; Damaging Property; Soliciting; Indecent Exposure; Urinating in Public; Immoral Conduct of Any Type - Includes evidence of acts of violence or of any other conduct which constitute a danger of disrupting the peaceful occupancy of the community.

Re-Apply:	Disapproval:
3 to 10 Yrs.	Can include one (1) to ten (10) convictions from the date of application review. Number of convictions will also be the basis for determining the time period (from the date of last conviction) for re-applying with minimum disapproval being three (3) Years.

- h. Disorderly Conduct - Includes evidence of acts of violence or of any other conduct, which constitutes a danger of disrupting the peaceful occupancy of the community.

Re-Apply:	Disapproval:
3 to 5 Yrs.	Three (3) convictions within the past three years from the date of application review. Such disapproval will be based upon individual circumstances relating to each conviction and will also be the basis for determining the time period (three or five years from last conviction) for re-applying.

- i. Fraud - Includes all convictions for fraud/bribery or any other corruption regardless of the circumstances.

Re-Apply:	Disapproval:
3 Yrs.	One (1) conviction within the past three (3) years. Eligibility to re-apply for housing also includes restitution.

- j. Crimes of Violent Behavior, Murder, Attempted Murder, 2nd Degree Murder, Felonies Assault, Assault, Rape, Incest, Child Molestation or Sexual Deviation - Includes crimes of violence which would constitute a danger to the community including indecent exposure, sodomy, carnal abuse, impairing the morals of a minor or similar crimes indicting sexual deviation.

Re-Apply:	Disapproval:
10 Yrs.	One (1) conviction within the past ten years from the date of application review.
Permanent	Two convictions will constitute permanent disapproval.

- k. Forging - Concealment and Uttering; Altering Prices; Shoplifting; Breaking and Entering; Includes convictions for one or a combination of the above crimes.

Re-Apply:	Disapproval:
3 or 5 Yrs.	Four (4) or more convictions within the past three years from the date of application review.

- l. Other Felonies - Includes convictions for all other types of felonies.

Re-Apply:	Disapproval:
3 Yrs.	One conviction within the past three years from the date of application review.
5 Yrs.	Two (2) convictions within the past five years from the date of application review.
10 Yrs.	Three (3) convictions within the past ten years from the date of application review.
Permanent	Four (4) or more felony convictions constitutes permanent disapproval.

- m. Other Misdemeanors - Includes convictions for all other types of misdemeanors.

Re-Apply:	Disapproval:
3 Yrs.	Two (2) conviction within the past three years from the date of application review.
5 Yrs.	Three (3) convictions within the past five years from the date of application review.

10 Yrs.	Four (4) convictions within the past ten years from the date of application review.
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- I. Four (4) or more misdemeanor or felony convictions constitutes a history of criminal activity. Such convictions will be the basis for determining the time period upon when the applicant will be eligible to re-apply for admission. Such determination will be made according to individual circumstances surrounding the crimes, the severity of the crimes and the number of repeated convictions. Such time period can range from a period of five, seven, ten, or fifteen years from the date of the applicant's last conviction. The following time periods have been established as a guide to assist in making such determination. However, **IN NO CASE IS THE TIME PERIOD FOR REPEATED CONVICTIONS TO BE LESS THAN THE TIME PERIOD UNDER THE INDIVIDUAL CONVICTION CATEGORY.**

Re-Apply:	Number of Convictions
5 Yrs.	Four (4) to Eight (8) within the past 5 years from the date of application review
7 Yrs.	Nine (9) to Eleven (11) within the past 7 years from the date of application review
10 Yrs.	Twelve (12) to Fourteen (14) within the past 10 years from the date of application review
15 Yrs.	Fifteen (15) or more within the past 15 years from the date of the application review

2. Financial Resources

This section lists the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Revision: Updated table of financial sources and uses below.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2011 grants)		
a) Public Housing Operating Fund	\$20,944,430	
b) Public Housing Capital Fund	\$8,000,000	
c) Capital Fund Recovery Grant	\$6,500,150	
d) HOPE VI Revitalization	\$2,570,000	
e) HOPE VI Demolition	-0-	
f) Annual Contributions for Section 8 Tenant-Based Assistance	\$24,039,950	
g) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-0-	
h) Resident Opportunity and Self-Sufficiency Grants	\$67,465	
i) Community Development Block Grant	-0-	
j) HOME	-0-	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP 2010	\$2,795,000	In accordance with application
CFP 2009	\$2,080,000	In accordance with application
3. Public Housing Dwelling Rental Income	\$8,261,648	Facility Maintenance
4. Other income (list below)		
Dept of Justice – COP Grant	\$55,501	
5. Non-federal sources (list below)		
Total resources	\$75,314,144	

The Authority anticipates entering the Capital Fund Finance Program (CFFP) to increase the amount of available capital and leveraging of planned RRHA projects and development activities. Funds may be used for redevelop, acquire and rehabilitate property, modernize and to upgrade/modernize public housing units.

In addition to this, the Authority anticipates applying for Housing Opportunities for People Everywhere (HOPE VI) and the Choice Neighborhood Program when funds become available, Historic Tax Credits, 4% LIHTC for planned revitalization and modernization activities. Developments targeted for 4% or 9% LIHTC or various types of bonds and creative

finance options may include but not be limited to, Hillside Court, Mosby Court, Whitcomb Court, Fairfield Court, Bainbridge, Fourth Avenue, and Old Brook Circle.

3. Rent Determination

This section provides a description of how the RRHA defines and calculates rent and the guidelines that govern income that is included in determining eligibility for assistance and a family's rent payment in it's LIPH program.

INTRODUCTION

Rent under the low-rent housing program means contract rent as defined in Definitions. It is the amount of money charged to the tenant for the use of the leased dwelling and installed equipment (such as range and refrigerator), certain services (such as maintenance), and reasonable amounts of utilities (see dwelling lease). Rent includes miscellaneous charges imposed by Richmond Redevelopment and Housing Authority for repairs, sales, and charges for abuse or misuse by the tenant(s), members of the tenant's household or guests, legal costs, late fees, etc. Rent means all money, other than a security or pet deposit, owed or paid to RRHA under the rental agreement, including prepaid rent paid more than one month in advance of the rent due date. The initial rent determination and later redeterminations are calculated in the same manner. Management Staff will interview the Tenant to determine what verification is needed and what income, assets and/or deductions need to be verified.

A. Family Choice In Rents

Once each year, beginning with admission, RRHA will offer families the choice between a Flat Rent and an income-based rent. RRHA may not offer this choice more than once a year. **[24 CFR 960.253(a) and (e)]**

The annual RRHA offer to a family of the choice between flat and income-based rent will be conducted at each annual reexamination. If the family chose the Flat Rent for the previous year RRHA is required to provide an income-based rent amount only in the year that a reexamination of income is conducted or if the family specifically requests it and submits updated income information.

B. Income Based Rent Calculation

The first step in calculating income-based rent is to determine each family's Total Tenant Payment (TTP).

TTP is the highest of the following amounts, rounded to the nearest dollar:

- 1) 30 percent of the family's monthly adjusted income

- 2) 10 percent of the family's monthly gross income
- 3) not more than Flat Rent , if chosen by the family
- 4) Or the ceiling rent.
- 5) But never less than the minimum rent, except where a family has been exempted from the minimum rent because of financial hardship **[24 CFR § 5.630 (b)]**.

C. Resident Rent

- 1) If the family is occupying a unit that has resident-paid utilities, the utility allowance is subtracted from the TTP. The result of this calculation, if a positive number, is the resident rent.
- 2) If the TTP is less than the utility allowance, the result of this calculation is a negative number, and is called the utility reimbursement, which RRHA pays directly to the family. **TTP Formula [24 CFR 5.628]**
- 3) In developments where RRHA pays all utility bills directly to the utility supplier, Resident Rent equals Total Tenant Payment. **[24 CFR § 5.634]**

D. Minimum Rent

The minimum rent for RRHA shall be \$50 per month. **[24 CFR 5.630]**

RRHA recognizes that in some instances even the minimum rent may create a financial hardship for families. RRHA will review all relevant circumstances brought to the RRHA's attention regarding financial hardship as it applies to minimum rent. The following section states the RRHA's procedures and policies in regard to minimum rent financial hardship as set forth by the Quality Housing and Work Responsibility Act (QHWRA).

E. RRHA Procedures for Notification to Families of Hardship Exemptions

RRHA will notify all participant families subject to a minimum rent of their right to request a minimum rent hardship exemption under the law.

RRHA notification will advise the family that hardship exemption determinations are subject to RRHA grievance procedures.

RRHA will review all tenant requests for exemption from the minimum rent due to financial hardships.

All requests for minimum rent exemption are required to be in writing.

F. Minimum Rent Hardship Exemption

RRHA will grant an exemption from the minimum rent if a family can document that they are unable to pay the minimum rent because of a long term hardship (over 90

days). The financial hardship exemption applies **only** to families required to pay the minimum rent. If a family's TTP is higher than the minimum rent, the family is not eligible for a hardship exemption. **[24 CFR 5.630]**

Situations under which residents would qualify for the hardship exemption from minimum rent are limited to the following:

- 1) The family has lost eligibility for or is applying for an eligibility determination for a Federal, State or local assistance program;

A hardship will be considered to exist only if the loss of eligibility has an impact on the family's ability to pay the minimum rent.

For a family waiting for a determination of eligibility, the hardship period will end as of the first of the month following (1) implementation of assistance, if approved, or (2) the decision to deny assistance. A family whose request for assistance is denied may request a hardship exemption based upon one of the other allowable hardship circumstances.

- 2) The family would be evicted as result of the imposition of the minimum rent requirements;

For a family to qualify under this provision, the family must submit a request in writing for a hardship exemption explaining the nature of the hardship and how the hardship has affected the family's ability to pay the minimum rent. The request must also explain what steps the family has taken or plans to take to alleviate the hardship.

For a family to qualify under this provision, the cause of the potential eviction must be the family's failure to pay rent.

- 3) The income of the family has decreased because of changed circumstances, including loss of employment;
- 4) A death in the family has occurred;

In order to qualify for this provision, the deceased must have been a household member on the public housing lease who was living in the unit and listed as a family member on the 50058 HUD form.

- 5) The family has experienced other circumstances determined by the PHA.

RRHA has not established any additional hardship criteria.

In general, RRHA does not consider a hardship to include loss of eligibility for welfare. In addition, in general, RRHA does not consider outstanding medical or funeral debts to be a long term hardship, because repayment plans may be developed to retire such debts. To qualify for a hardship exemption, a family must submit a request for a hardship exemption in writing. The request must explain the nature of the hardship and how the hardship has affected the family's ability to pay the minimum rent.

RRHA will not evict the family for non-payment of the minimum rent for 90 days following the request for hardship exemption.

G. Determination of Rent Hardship Exemption

When a family requests a financial hardship exemption, RRHA will suspend the minimum rent requirement beginning the first of the month following the family's request. RRHA will then determine whether the financial hardship exists and whether the hardship is temporary or long-term.

RRHA defines temporary hardship as a hardship expected to last 90 days or less. Long term hardship is defined as a hardship expected to last more than 90 days.

H. No Financial Hardship

If RRHA determines there is no financial hardship, RRHA will reinstate the minimum rent and require the family to repay the amounts suspended.

RRHA will require the family to repay the suspended amount within 30 calendar days of RRHA's notice that a hardship exemption has not been granted.

I. Temporary Hardship

If RRHA determines that a qualifying financial hardship is temporary, RRHA will reinstate the minimum rent from the beginning of the first of the month following the date of the family's request for a hardship exemption.

The hardship exemption **only** suspends the minimum rent. The family is still responsible for any other charges incurred such as utilities, maintenance charges, etc. and can be evicted for nonpayment of such charges during the hardship exemption.

The family must resume payment of the minimum rent and must repay RRHA the amounts suspended in accordance with RRHA's repayment agreement policy.

J. Long-Term Hardship

If RRHA determines that the financial hardship is long-term, RRHA will exempt the family from the minimum rent requirement for so long as the hardship continues. The exemption will apply from the first of the month following the family's request until the end of the qualifying hardship. When the financial hardship has been determined to be long-term, the family is not required to repay the minimum rent. However, the hardship exemption **only** exempts the minimum rent. The family is still responsible for any charges incurred such as utilities, maintenance charges, etc. and can be evicted for nonpayment of such charges during the hardship exemption.

The hardship period ends when any of the following circumstances apply:

- 1) At an interim or annual reexamination, the family's calculated TTP is greater than the minimum rent;
- 2) For hardship conditions based on loss of income, the hardship condition may continue to be recognized until new sources of income are received that are at least equal to the amount lost. For example, if a hardship is approved because a family no longer receives a \$60/month child support payment, the hardship will continue to exist until the family receives at least \$60/month in income from another source or once again begins to receive the child support.
- 3) For hardship conditions based upon hardship-related expenses, the minimum rent exemption will continue to be recognized until the cumulative amount exempted is equal to the expense incurred.
- 4) Being exempted from minimum rent means that the family pays the greater of 30% of adjusted monthly income or 10 percent of gross monthly income.

Families who report experiencing a long-term financial hardship are required to undergo an interim recertification every 90 days.

Such families will be required to provide information regarding their means of basic subsistence, such as food, utilities, transportation, etc.

RRHA will take action to refer such families to social service organizations to receive rental job search or other forms of assistance to help end the qualifying financial hardship.

Families on either a temporary or long-term hardship exemption must continue to comply with the community service requirement as mandated by the Quality Housing and Work Responsibility Act of 1998 (QHWRA) unless qualified as exempt. This act requires that all non-exempt (see definitions) public housing adult tenants (18 or older) contribute eight (8) hours per month of community service (volunteer work) or participate in eight (8) hours of training, counseling, classes and other activities which help an individual toward self-sufficiency and economic independence.

K. Flat Rent

The Flat Rent is designed to encourage self-sufficiency and to avoid creating disincentives for continued residency by families who are attempting to become economically self-sufficient. There is no utility allowance or reimbursement with Flat Rents. When the family elects to pay the Flat Rent, the Flat Rent amount quoted to the family by RRHA is the amount the family pays. Changes in family income, expenses, or composition will not affect the Flat Rent amount because it is outside the income-based formula. **[24 CFR 960.253(b)]**

- 1) Flat Rents are market-based rents.
- 2) Flat Rents vary by apartment size and type and also by development location.
- 3) Flat Rents do not have a utility allowance. An apartment with resident-paid utilities should have a lower Flat Rent than the same apartment with project-paid utilities.

L. Developing Flat Rent Schedules

RRHA may take the following information into account in developing its Flat Rent Schedule:

- 1) Rents of non-assisted rental units in the immediate neighborhood
- 2) Whether utilities are resident-paid or project-paid
- 3) Size of RRHA's units compared to non-assisted rental units from the neighborhood
- 4) Age, type of apartment and condition of RRHA's units compared to non-assisted rental units from the neighborhood
- 5) Land use in the surrounding neighborhood
- 6) Amenities (childcare, laundry facilities, playgrounds, community rooms, social services, education/ job training programs, etc.) at RRHA's properties and in the surrounding neighborhood
- 7) Crime in RRHA's developments and the surrounding neighborhood
- 8) Quality of local schools serving each RRHA development
- 9) Availability of public transportation at each RRHA development
- 10) Availability of accessible units for persons with mobility impairments

M. Update of Flat Rents

RRHA shall review the Flat Rent structure at least every year and adjust the rents as needed.

- 1) Flat Rents may either be increased or decreased based on the market rents.
- 2) When a resident chooses Flat Rent, his/her rent shall be adjusted only at the next annual reexamination rather than at the point the Flat Rent may change. Changes to Flat Rents, up or down, will not affect families paying Flat Rent until

their next annual Flat Rent offer, at which time the family will be given the choice of switching back to income-based rent or of remaining on Flat Rent at the current (most recently adjusted) Flat Rent for their apartment (PH Occ GB, pp. 137-138).

N. Switching from Flat Rent to Income Based Rent Due to Hardship

Upon determination that a financial hardship exists and will last more than 30 days, RRHA will allow the family to switch from Flat Rent to the income-based rent. **[24 CFR 960.253(f)]**

- 1) If a resident who opted for Flat Rent experiences a decrease in income, Management will perform an Interim Reexamination of Income.
- 2) If the reduction in income will last more than 30 days, Management will reduce rent to the income-based rent based on verified income information.
- 3) If the Resident's income rises again before the annual reexamination, the resident can be placed on a Ceiling rent with a utility allowance (if applicable) that is the equivalent of the Flat Rent.

Reasons for financial hardship include:

- a) The family has experienced a decrease in income because of changed circumstances, including loss or reduction of employment, death in the family, or reduction in or loss of income or other assistance
- b) The family has experienced an increase in expenses, because of changed circumstances, for medical costs, child care, transportation, education, or similar items
- c) Such other situations determined by RRHA to be appropriate.

O. Recertification of Families on Flat Rents

Families paying Flat Rents are required to recertify income only every three years, rather than annually, although they are still required to participate in an Annual Reexamination in order to ensure that apartment size is still appropriate and Community Service requirements (if applicable) are met. **[24 CFR § 960.257 (a) (2)]**

P. Flat Rents and Earned Income Disallowance

- 1) Because the EID is a function of income-based rents, a family paying Flat Rent cannot qualify for the EID even if a family member experiences an event that would qualify the family for the EID.

- 2) If the family later chooses to pay income-based rent, they would only qualify for the EID if a new qualifying event occurred.
- 3) A family currently paying Flat Rent that previously qualified for the EID while paying income-based rent and is currently within their 48 month period would have the 12 cumulative months of full (100 percent) and phase-in (50 percent) exclusion continue while paying Flat Rent as long as the employment that is the subject of the exclusion continues, and the 48-month lifetime limit would continue uninterrupted. A family paying Flat Rent could therefore see a family member's 48-month lifetime limit expire while the family is paying Flat Rent.

Q. Flat Rents and Mixed Families

- 1) RRHA will determine if a Flat Rent should be prorated for mixed families electing to pay Flat Rent. (Worksheet in Appendix III of the HUD 50058 Instruction Booklet contains a worksheet for this determination)
- 2) If the Flat Rent is greater than or equal to the Public Housing ceiling rent, there is no proration of Flat Rent and the family pays the Flat Rent for the apartment.
- 3) If the Flat Rent is less than the ceiling rent, RRHA will calculate a prorated Flat Rent. The mixed family will pay the prorated Flat Rent.

R. RRHA'S Ceiling Rent

Ceiling rents, which capped income-based rents, are optional rents that RRHA has adopted and maintained. The institution of flat rents, under QHWRA, has changed the future function and usefulness of ceiling rents. Some general principles concerning ceiling rents include:

- 1) RRHA did have ceiling rents in effect on October 1, 1999 and therefore can option to continue these rents for those units which had ceiling rents as of that date.
- 2) The continued use of ceiling rents is optional. RRHA may discontinue them at any time after providing notice to tenants.
- 3) Ceiling rents are used to cap income based rents. They are part of the income – based formula. If the calculated TTP exceeds the ceiling rent for the unit, the ceiling rent is used to calculate the tenant rent (ceiling rent/TTP minus utility allowance). Increases in income do not affect the family since the rent is capped. The use of ceiling rents fosters upward mobility and income mixing.
- 4) Because of the mandatory use of flat rents, the primary function of ceiling rents now is to assist families who cannot switch back to flat rent between annual reexaminations and would otherwise be paying an income-based tenant rent that is higher than the flat rent.
- 5) Ceiling rents must be set to level required for flat rents (which will require addition of the utility allowance to the flat rent for properties with tenant-paid utilities)

S. Utility Allowance and Utility Reimbursement Payments

Utility Allowances are provided to families paying income-based rents when the cost of utilities is not included in the rent.

The objective of RRHA in establishing utility allowances for each dwelling unit category and unit size shall be to approximate a reasonable consumption of utilities by an energy-conservative household of modest circumstances consistent with the requirements of a safe, sanitary and healthful living environment.

Utilities include gas, electricity, and fuel for heating, water, sewerage and solid waste disposal for a dwelling unit. In addition, if RRHA does not furnish a range and refrigerator, the family must be granted a utility allowance for the range and refrigerator they provide. (PH Occ GB, p. 138)

Costs for telephone, cable/satellite TV and Internet services are not considered utilities. (PH Occ GB, p. 138)

Utility Allowance amounts will vary by the rates in effect, size and type of unit, climatic location and siting of the unit, type of construction, energy efficiency of the dwelling unit and other factors related to the physical condition of the unit. Utility allowance amounts will also vary by residential demographic characteristics affecting home energy usage. (PH Occ GB, p. 138)

If the cost of utilities (excluding telephone) is paid by the Tenant, a utility allowance will be deducted from the total tenant payment. The Utility Allowance is intended to help defray the cost of utilities not included in the rent. The allowances are based on the monthly cost of reasonable consumption utilities in an energy conservative household, not on a family's actual consumption.

When the Utility Allowance exceeds the family's Total Tenant Payment, RRHA will provide a Utility Reimbursement Payment for the family each month. The check may be made out directly to the tenant or to the utility provider.

T. Resident-Paid Utilities

The following requirements apply to residents living in developments with resident-paid utilities or applicants being admitted to such developments:

If a resident or applicant is unable to get utilities connected because of a previous balance owed to the utility company, the resident/applicant will not be permitted to move into a unit with resident paid utilities. This may mean that a current resident cannot transfer to a scattered site or that an applicant cannot be admitted to a unit with resident-paid utilities.

Paying the utility bill is the resident's obligation under the lease. Failure to pay utilities is grounds for eviction.

U. Reasonable Accommodations in Adjusting the Utility Allowances

It is the policy of the RRHA to adjust the amount of tenant-paid utilities or PHA consumption levels for tenant allowances in documented situations when a qualified family is entitled to the adjustments. Requests for relief from paying excess utility charge will be treated in the same manner as other request for relief due to hardship. Such adjustments shall be made based on the qualification of the disabled individual's special need, and shall be no more than the difference of the usage of the reasonable cost of a reasonable increased consumption level for the additional required apparatus used to address the need. Residents wishing to requests relief under this procedure should contact the Property Manager of the development in which the resident resides.

Residents with disabilities may not be charged for the use of certain resident-supplied appliances if there is a verified need for special equipment because of a disability.

V. Utility Allowance Revisions

RRHA must review its schedule of utility allowances each year and must revise the schedule if there has been a change of 10 percent or more from the rate on which the allowance was based.

Upon revision, RRHA will readjust the resident payment retroactive to the first day of the month following the month in which the last rate change taken into account became effective. Changes in costs passed through an automatic adjustment clause (such as, for example, a fuel adjustment clause, a purchase gas adjustment clause or a gas recovery clause) shall be considered a "rate change" for this procedure (PH Occ GB, p. 171). This type of rate change is not subject to the 60-day notice requirement **[24 CFR § 965.507(b)]**.

W. Excess Utility Payments

Residents in units where RRHA pays the utilities will be charged for excess utilities. This charge shall be applied as specified in the lease. **[24CFR 966.4(b) (2)]**
Residents that are paying flat rent and in units that are individually metered will be charged for the excess utilities used above the allowable level.

X. Rent Payments

- 1) Rent is due on the first of the month and must be made via money order, personal check or cashier's check.

- 2) The rent is payable at RRHA designated location on the first of every month. Each month RRHA will send residents a bill for rent.
- 3) If the family's resident rent changes, RRHA will notify the family of the new amount and the effective date by sending written notification.
- 4) RRHA will not accept partial rent payments. However, in the event RRHA does accept a partial payment of Resident Rent, that acceptance will not waive or otherwise foreclose any rights and remedies RRHA has pursuant to the Lease, including without limitation, the right to seek Resident Rent paid in full and to initiate termination proceedings

Y. Late Fees and Non-Payments

- 1) A charge of \$15.00 will be made for rent received after the eighth calendar day of the month. If the eighth of month is a weekend or holiday, the late charge will be assessed if the rent is received after 5:00PM on the first business day thereafter. **[24 CFR 966.4(b) (3)].**
- 2) Charges in addition to rent are due on the first of the following month after the resident receives RRHA's written notice of the charge, provided this includes at least two weeks notice to the resident. **[24 CFR 966.4(b) (4)].**
- 3) When a check is returned for insufficient funds or is written on a closed account, the rent will be considered unpaid and RRHA will charge the resident the full amount charged by RRHA's bank for the returned check. The fee will be due and payable the first business day of the following month, provided this includes at least two weeks' notice to the resident. When a check is returned for insufficient funds, the family shall be required to make all future payments by cashier's check or money order.
- 4) RRHA elects the option to terminate the lease following four late payments within a twelve month period.
- 5) RRHA may post brightly colored notices on all household doors whose rents are not paid by the eighth of the month. The notices will either be folded or placed face down to maintain resident privacy.
- 6) At our option and without any notice to you, any money that we receive can be applied first to your non-rent obligations and then to Rent (any past due rent being paid first) and regardless of when the obligation came about.

If RRHA does not recertify a resident due to court proceedings and the resident's income decreased during the court proceedings, RRHA will process all applicable retroactive rent decreases upon conclusion of the court proceedings. RRHA will require

residents to report and provide documentation of applicable changes in income and family composition according to RRHA policy during court proceedings.

INCOME AND ADJUSTED INCOME

INTRODUCTION

A family's income determines eligibility for assistance and is also used to calculate the family's rent payment. RRHA will use the policies and methods described in this chapter to ensure that only eligible families receive assistance and that no family pays more or less than its obligation under the regulations. HUD regulations specify the sources of income to include and exclude to arrive at a family's annual income. Once annual income has been established HUD regulations require RRHA to subtract from annual income any of five mandatory deductions for which a family qualifies in order to determine adjusted income.

This Chapter defines the allowable deductions from Annual Income and how the presence or absence of household members may affect the Total Tenant Payment (TTP). Income and TTP are calculated in accordance with 24 CFR Part 5, Subpart F and further instructions set forth in HUD Notices, Memoranda and Addenda. However, the Quality Housing and Work Responsibility Act now give PHAs broader flexibility. RRHA's policies in this Chapter address those areas that allow the PHA discretion to define terms and to develop standards in order to assure consistent application of the various factors that relate to the determination of TTP.

A. Annual Income

Annual income is the anticipated total income from all sources, including net income derived from assets, received by the family head and spouse (even if temporarily absent) and by each additional family member including all net income from assets for the 12-month period prior to admission or the annual reexamination effective date, exclusive of income that is temporary, non-recurring, or sporadic as defined below, or is specifically excluded from income by other federal statute.

Annual income is determined by calculating the family's anticipated total or gross income minus allowable exclusions. RRHA must convert all income to an annual figure to complete rent calculations.

RRHA will convert earned income to annual income as follows:

- Multiply hourly wages by the number of hours worked/year (2080 hours for full-time employment with a 40-hour work week and no overtime).
- Multiply weekly wages by 52.
- Multiply bi-weekly wages by 26.

- Multiply semi-monthly wages by 24.
- Multiply monthly wages by 12.

B. Annual Income Includes

Annual income includes but is not limited to: **(24 CFR 5.609)**

1. The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services;
2. The net income from operation of a business or profession, including any withdrawal of cash or assets from the operation of the business. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining the net income from a business. An allowance for the straight line depreciation of assets used in a business or profession may be deducted as provided in IRS regulations. Withdrawals of cash or assets will not be considered income when used to reimburse the family for cash or assets invested in the business;
3. Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for the straight line depreciation of real or personal property is permitted. Withdrawals of cash or assets will not be considered income when used to reimburse the family for cash or assets invested in the property;
4. If the Family has Net Family Assets in excess of \$5,000, Annual Income shall include the greater of the actual income derived from all Net Family Assets or a percentage of the value of such Assets based on the current passbook savings rate as determined by HUD;
5. The full amount of periodic payments received from social security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of periodic receipts [See #14 under Income Exclusions for treatment of delayed or deferred periodic payment of social security or supplemental security income benefits.];
6. Payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation, and severance pay (See #3 under Income Exclusions concerning treatment of lump-sum additions as Family assets);
7. All welfare assistance payments (Temporary Assistance to Needy Families, General Assistance) received by or on behalf of any family member;

8. Periodic and determinable allowances, such as alimony and child support payments, and regular cash and non-cash contributions or gifts received from agencies or persons not residing in the dwelling made to or on behalf of family members; and
9. All regular pay, special pay, and allowances of a family member in the Armed Forces. (See #7 under Annual Income Exclusions concerning pay for exposure to hostile fire.)

C. Annual Income Exclusions

Annual Income does not include the following:

1. Income from the employment of children (including foster children) under the age of 18 years;
2. Payments received for the care of foster children or foster adults (usually individuals with disabilities, unrelated to the resident family, who are unable to live alone);
3. Kinship Guardian Assistant Payments (Kin-Gap) and other similar guardianship payments are also excluded from annual income. These payments serve as an alternative to foster care and are now interpreted as equivalent to foster care payments. (PIH 2008-40)
4. Lump sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance, and worker's compensation), capital gains, one-time lottery winnings, and settlement for personal property losses (but see paragraphs 4 and 5 above if the payments are or will be periodic in nature). (See paragraph 14. below for treatment of delayed or deferred periodic payments of social security or supplemental security income benefits.);
5. Amounts received by the family that are specifically for, or in reimbursement of, the cost of medical expenses for any family member;
6. Income of a live-in aide, provided the person meets the definition of a live-in aide;
7. The full amount of student financial assistance paid directly to the student or the educational institution;
8. The special pay to a family member serving in the Armed Forces who is exposed to hostile fire;
9. Certain amounts received that are related to participation in the following programs:

- a. Amounts received under HUD funded training programs (e.g. Step-up program: excludes stipends, wages, transportation payments, child care vouchers, etc. for the duration of the training);
- b. Amounts received by a person with disabilities that are disregarded for a limited time for purposes of Supplemental Security Income and benefits that are set aside for use under a Plan to Attain Self-Sufficiency (PASS);
- c. Amounts received by a participant in other publicly assisted programs that are specifically for, or in reimbursement of, out-of-pocket expenses incurred (special equipment, clothing, transportation, child care, etc.) to allow participation in a specific program;
- d. A resident services stipend. A resident services stipend is a modest amount (not to exceed \$200/month) received by a Public Housing resident for performing a service for RRHA, on a part-time basis, that enhances the quality of life in Public Housing. Such services may include but are not limited to, fire patrol, hall monitoring, lawn maintenance, and resident initiatives coordination. No resident may receive more than one such stipend during the same period of time; and
- e. Incremental earnings and/or benefits to any family member from participation in qualifying state or local employment training program (including training programs not affiliated with the local government), and training of family members as resident management staff. Amounts excluded by this provision must be received under employment training programs with clearly defined goals and objectives, and are excluded only for a limited period as determined in advance by RRHA;

10. Temporary, non-recurring, or sporadic income (including gifts);

11. Reparation payments paid by foreign governments pursuant to claims filed under the laws of that government by persons who were persecuted during the Nazi era;

12. Earnings in excess of \$480 for each full-time student 18 years old or older (excluding the head of the household and spouse);

13. Adoption assistance payments in excess of \$480 per adopted child;

14. The incremental earnings and benefits to any resident 1) whose annual income increases due to employment of a family member who was unemployed for one or more years previous to employment; or 2) whose annual income increases as the result of increased earnings by a family member during participation in any economic self-sufficiency or other job training program; or 3) whose annual income increases due to new employment or increased earnings of a family member during or within six months of receiving state-funded assistance, benefits or services, will not be increased during the exclusion period. For purposes of this paragraph, the following definitions apply:

- a. State-funded assistance, benefits or services means any state program for

- temporary assistance for needy families funded under Part A of Title IV of the Social Security Act, as determined by RRHA in consultation with the local agencies administering temporary assistance for needy families (TANF) and Welfare-to-Work programs. The TANF program is not limited to monthly income maintenance, but also includes such benefits and services as one-time payments, wage subsidies and transportation assistance – provided that the total amount over a six-month period is at least \$500.
- b. During the 12 month period beginning when the member first qualifies for a disallowance, RRHA must exclude from Annual Income any increase in income as a result of employment. For the 12 months following the exclusion period, 50% of the income increase shall be excluded.
 - c. Regardless of how long it takes a resident to work for 12 months (to complete the first exclusion) or the second 12 months (to qualify for the second exclusion), the maximum period for the disallowance (exclusion) is 48 months.
 - d. The disallowance of increased income under this section is only applicable to current residents and will not apply to applicants who have begun working prior to admission (unless their earnings are less than would be earned working ten hours per week at minimum wage, under which they qualify as unemployed).
15. Deferred periodic payments of supplemental security income and social security benefits that are received in a lump sum payment;
 16. Amounts received by the family in the form of refunds or rebates under state or local law for property taxes paid on the dwelling apartment;
 17. Amounts paid by a State agency to a family with a developmentally disabled family member living at home to offset the cost of services and equipment needed to keep the developmentally disabled family member at home;
 18. Amounts specifically excluded by any other Federal Statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under the United States Housing Act of 1937. (A notice will be published by HUD in the Federal Register identifying the benefits that qualify for this exclusion. See Appendix for current list of Federal Income Exclusions)

D. Anticipating Annual Income

If it is not feasible to anticipate income for a 12-month period, the Authority may use the annualized income anticipated for a shorter period, subject to an Interim Adjustment at the end of the shorter period. For family members who work for only part of the year and who may or may not receive unemployment compensation during periods of unemployment (such as school employees), income will be annualized and will not be changed during the year.

Subject to final rulemaking by HUD, RRHA may base annual income on past actual income received or earned within the last 12 months of the determination date when the family reports little or no income and RRHA cannot determine annual income due to fluctuations in income (e.g., seasonal or cyclical income).

E. Earned Income Disallowance

The earned income disallowance (EID) encourages people to enter the work force by not including the full value of increases in earned income for a period of time. Eligibility criteria and limitations on the disallowance are summarized below. **[24 CFR 960.255]**

F. Eligibility

This disallowance applies only to individuals in families already participating in the Public Housing program (not at initial examination). To qualify, the family must experience an increase in annual income that is the result of one of the following events:

1. Employment of a family member who was previously unemployed for one or more years prior to employment. *Previously unemployed* includes a person who annually has earned not more than the minimum wage applicable to the community multiplied by 500 hours. The applicable minimum wage is the federal minimum wage unless there is a higher state or local minimum wage. Some portion of the period of the employment may have occurred prior to the member becoming a resident.
2. Increased earnings by a family member whose earnings increase during participation in an economic self-sufficiency or job-training program. A self-sufficiency program includes a program designed to encourage, assist, train, or facilitate the economic independence of HUD-assisted families or to provide work to such families [24 CFR 5.603(b)].
3. New employment or increased earnings by a family member who has received benefits or services under Temporary Assistance for Needy Families (TANF) or any other state program funded under Part A of Title IV of the Social Security Act within the past six months. If the benefits are received in the form of monthly maintenance, there is no minimum amount. If the benefits or services are received in a form other than monthly maintenance, such as one-time payments, wage subsidies, or transportation assistance, the total amount received over the six-month period must be at least \$500.

G. Calculation of the Disallowance

Calculation of the earned income disallowance for an eligible member of a qualified family begins with a comparison of the member's current income with his or her "prior income." RRHA defines prior income, or prequalifying income, as the family member's last certified income prior to qualifying for the EID. The family member's prior, or prequalifying, income remains constant throughout the period that he or she is receiving the EID.

H. Initial 12-Month Exclusion

During the initial 12-month exclusion period, the full amount (100 percent) of any increase in income attributable to new employment or increased earnings is excluded. The 12 months are cumulative and need not be consecutive. The initial EID exclusion period will begin on the first of the month following the date an eligible member of a qualified family is first employed or first experiences an increase in earnings.

I. Second 12-Month Exclusion and Phase-In

During the second 12-month exclusion period, the exclusion is reduced to half (50 percent) of any increase in income attributable to employment or increased earnings. The 12 months are cumulative and need not be consecutive.

J. Lifetime Limitation

The EID has a four-year (48-month) lifetime maximum. The four-year eligibility period begins at the same time that the initial exclusion period begins and ends 48 months later. The one-time eligibility for the EID applies even if the eligible individual begins to receive assistance from another housing agency, if the individual moves between Public Housing and Section 8 assistance, or if there are breaks in assistance.

During the 48-month eligibility period, RRHA will conduct an interim reexamination each time there is a change in the family member's annual income that affects or is affected by the EID (e.g., when the family member's income falls to a level at or below his/her prequalifying income, when one of the exclusion periods ends, and at the end of the lifetime maximum eligibility period).

K. Applicability to Child Care Expense Deductions

The amount deducted for childcare necessary to permit employment shall not exceed the amount of employment income that is included in annual income. Therefore, for families entitled to the earned income disallowance, the amounts of the earned income that is included in the Annual Income after the application of the

earned income disallowance will be used in determining the cap for childcare deduction in the case of the deduction that is allowed due to employment.

L. Applicability to Disability Expense Deductions

The amount deducted for disability expense deduction that is necessary to permit employment shall not exceed the amount of employment income that is included in Annual Income. Therefore, for families entitled to the earned income disallowance, the amounts of the earned income that is included in the Annual Income after the application of the earned income disallowance will be used in determining the cap for the disability expense deduction.

M. Applicability to Families that Receive both Child Care Expense and Disability Deductions

The amount deducted for both childcare and disability expense deductions necessary to permit employment shall not exceed the amount of employment income that is included in Annual Income. Therefore, for families entitled to the earned income disallowance, the amounts of the earned income that is included in the Annual Income after the application of the earned income disallowance will be used in determining the cap for childcare deduction and disability expenses combined in the case of the deduction that is allowed due to employment.

N. Tracking the Earned Income Exclusion

The earned income exclusion will be reported on the HUD 50058 form. Documentation will be included in the family's file to show the reason for the reduced increase in rent.

***Such documentation will include:**

- **Date the increase in earned income was reported by the family**
- **Name of the family member whose earned income increased**
- **Reason (new employment, participation in job training program, within 6 months after receiving TANF) for the increase in earned income**
- **Amount of the increase in earned income (amount to be excluded)**
- **Date the increase in income is first excluded from annual income**
- **Date(s) earned income ended and resumed during the initial cumulative 12-month period of exclusion (if any)**
- **Date the family member has received a total of 12 months of the initial exclusion**
- **Date the 12-month phase-in period began**
- **Date(s) earned income ended and resumed during the second cumulative 12-month period (phase-in) of exclusion (if any)**
- **Date the family member has received a total of 12 months of the**

phase-in exclusion

- **Ending date of the maximum 48-month (four year) disallowance period (48 months from the date of the initial earned income disallowance)**

The RRHA will maintain a tracking system to ensure correct application of the earned income disallowance.

It is a RRHA policy decision to conduct an interim reexamination for income increases for the purpose of calculating the earned income disallowance.

O. Individual Savings Accounts

RRHA chooses not to establish a system of individual savings accounts for families who qualify for the disallowance of earned income.

P. Household Composition and Income

Income received by all family members must be counted unless specifically excluded by the regulations. It is the responsibility of the head of household to report changes in family composition. The rules on which sources of income are counted vary somewhat by family member. The chart below summarizes how family composition affects income determinations.

Summary of Income Included and Excluded by Person	
Live-in aides	Income from all sources is excluded [24 CFR 5.609(c)(5)].
Foster child or foster adult	Income from all sources is excluded [24 CFR 5.609(a)(1)].
Head, spouse, or co-head Other adult family members	All sources of income not specifically excluded by the regulations are included.
Children under 18 years of age	Employment income is excluded [24 CFR 5.609(c)(1)]. All other sources of income, except those specifically excluded by the regulations, are included.
Full-time students 18 years of age or older (not head, spouse, or co-head)	Employment income above \$480/year is excluded [24 CFR 5.609(c)(11)]. All other sources of income, except those specifically excluded by the regulations, are included.

Q. Minimum Income

There is no minimum income requirement. Families who report zero income or extremely low income are required to undergo an interim recertification every 90 days.

Families that report zero or extremely low income will be required to provide information regarding their means of basic subsistence, such as food, utilities, transportation, etc.

Where credit reports show credit accounts open and payments current, RRHA will take action to investigate the possibility of unreported or underreported income, fraud or program abuse.

R. Temporarily Absent Family Members and Income

The income of family members approved to live in the apartment will be counted, even if the family member is temporarily absent from the apartment.

Generally an individual who is or is expected to be absent from the assisted apartment for 180 consecutive days or less is considered temporarily absent and continues to be considered a family member. Generally an individual who is or is expected to be absent from the assisted apartment for more than 180 consecutive days is considered permanently absent and no longer a family member. Exceptions to this general policy are discussed below.

S. Absent Full –Time Students

When someone who has been considered a family member attends school away from home, the person will continue to be considered a family member unless information becomes available to RRHA indicating that the student has established a separate household or the family declares that the student has established a separate household.

T. Court-Ordered Absences

If a member of the family is subject to a court order that restricts the member from the home, RRHA will determine whether the person will be considered temporarily or permanently absent. If the court order specifies a permanent restriction or if the court restriction exceeds 180 days, the person will no longer be considered a family member. If the individual intends to return to the unit at the end of the restriction, the individual is subject to the eligibility and screening requirements discussed in Chapter 5, Eligibility and Screening.

U. Absences Due to Placement in Foster Care

Children temporarily absent from the home as a result of placement in foster care are considered members of the family **[24 CFR 5.403]**. If a child has been placed in foster care, RRHA will verify with the appropriate agency whether and when the child is expected to be returned to the home. Unless the agency confirms that the child has been permanently removed from the home, the child will be counted as a family member.

V. Absences Due to Incarceration

If a family member is expected to be incarcerated for more than 180 consecutive days, the person will not be considered a family member. If the individual intends to return to the unit following incarceration, the individual is subject to the eligibility and screening requirements discussed in Chapter 5, Eligibility and Screening.

W. Absent Head, Spouse or Co-head

An employed head, spouse, or co-head absent from the apartment more than 180 consecutive days due to employment will continue to be considered a family member.

X. Individuals Confined for Medical Reasons

If a family member is confined to a nursing home or hospital on a permanent basis, that person is no longer considered a family member and the income of that person is not counted.

If there is a question about the status of a family member, RRHA will request verification from a responsible medical professional and will use this determination. If the responsible medical professional can not provide a determination, the person generally will be considered temporarily absent. The family may present evidence that the family member is confined on a permanent basis and request that the person not be considered a family member.

When an individual who has been counted as a family member is determined permanently absent, the family is eligible for the medical expense deduction only if the remaining head, spouse or co-head qualify as an elderly person or a person with disabilities.

Y. Joint Custody of Children

Dependents that are subject to a joint custody arrangement will be considered a member of the family, if they live with the applicant or resident family 50 percent or more of the time. When more than one applicant or assisted family (regardless of program) are claiming the same dependents as family members, the family with primary custody at the time of the admission or reexamination will be able to claim the dependents. If there is a dispute about which family should claim them, RRHA will make the determination based on available documents such as court orders, or an IRS return showing which family has claimed the child for income tax purposes.

Z. Caretaker of a Child

If neither a parent nor a designated guardian remains in a household receiving assistance, RRHA will take the following actions:

1. If a responsible agency has determined that another adult is to be brought into the apartment to care for a child for an indefinite period, the designated caretaker will not be considered a family member until a determination of custody or legal guardianship is made.
2. If a caretaker has assumed responsibility for a child without the involvement of a responsible agency or formal assignment of custody or legal guardianship, the caretaker will be treated as a visitor for 90 days. After the 90 days has elapsed, the caretaker must provide documentation of temporary or permanent custody arrangement. If the caretaker will have permanent custody and wishes to be considered a family member, the caretaker will be subject to RRHA screening requirements, unless information is provided that would confirm that the caretaker's role is temporary. In such cases RRHA will extend the caretaker's status as an eligible visitor.
3. At any time that custody or guardianship legally has been awarded to a caretaker, the lease will be transferred to the caretaker, as head of household, subject to meeting RRHA's eligibility screening requirements. Caretaker must provide legal custody papers to verify legal guardianship.
4. During any period that a caretaker is considered a visitor, the income of the caretaker is not counted in annual income and the caretaker does not qualify the family for any deductions from income.

AA. Regular Contributions and Gifts [24 CFR 5.609(a) (7)]

Regular contributions and gifts received from persons outside the household are counted as income for calculation of the Total Tenant Payment.

Any contribution or gift received every two months or more frequently will be considered a "regular" contribution or gift, unless the amount is less than \$100 per year. This includes rent and utility payments made on behalf of the family and other cash or non-cash contributions provided on a regular basis. It does not include casual contributions or sporadic gifts. (See Chapter 11 on "Verification Procedures," for further definition.)

If the family's expenses exceed their known income, RRHA will make inquiry of the family about regular contributions and gifts.

BB. Alimony and Child Support [24 CFR 5.609(a) (7)]

Regular alimony and child support payments are counted as income for calculation of Total Tenant Payment.

If the amount of child support or alimony received is less than the amount awarded by the court, RRHA will use the amount that is determined to be received by the family. RRHA will accept as verification that the family is receiving an amount less than the award if:

RRHA receives verification from the agency responsible for enforcement or collection.

The family furnishes documentation of child support or alimony collection action filed through a child support enforcement/collection agency, or has filed an enforcement or collection action through an attorney.

It is the family's responsibility to supply documentation and a copy of the divorce decree.

CC. Lump-Sum Receipts [24 CFR 5.609(b)(5), (c)]

Lump-sum additions to Family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains, and settlement for personal or property losses, are not included in income, but may be included in assets, if the amount has been invested in an allowable asset.

Lump-sum payments caused by delays in processing periodic payments (unemployment or welfare assistance) are counted as income. Lump sum payments from Social Security or SSI are excluded from income, but any amount remaining that is invested will be considered an asset. Deferred periodic payments that have accumulated due to a dispute will be treated the same as periodic payments that are deferred due to delays in processing.

In order to determine amount of retroactive tenant rent that the family owes as a result of the lump sum receipt:

RRHA uses a calculation method that calculates retroactively or prospectively depending on the circumstances.

RRHA will calculate prospectively if the family reported the payment within 10 days and retroactively to date of receipt if the receipt was not reported within that time frame.

DD. Prospective Calculation Methodology

If the payment is reported on a timely basis, the calculation will be considered at the time of the next annual recertification.

If the payment is not reported on a timely basis, the entire lump-sum payment will be added to the annual income at the time of the interim.

RRHA will determine the percent of the year remaining until the next annual recertification as of the date of the interim (three months would be 25% of the year).

At the next annual recertification, RRHA will apply the percentage balance (75% in this example) to the lump sum and add it to the rest of the annual income.

The lump sum will be added in the same way for any interims that occur prior to the next annual recertification.

EE. Retroactive Calculation Methodology

RRHA will go back to the date the lump-sum payment was received, or to the date of admission, whichever is closer.

RRHA will determine the amount of income for each certification period, including the lump sum, and recalculate the tenant rent for each certification period to determine the amount due RRHA.

At RRHA's option, RRHA may enter into a Repayment Agreement with the family.

The amount owed by the family is a collectible debt even if the family becomes unassisted.

FF. Attorney Fees

The family's attorney fees may be deducted from lump-sum payments when computing Annual Income if the attorney's efforts have recovered lump-sum compensation and the recovery paid to the family does not include an additional amount in full satisfaction of the attorney fees.

GG. Assets Disposed of for Less than Fair Market Value

RRHA must count assets disposed of for less than fair market value during the two years preceding the date of divestiture. RRHA will count the difference between the market value and the actual payment received for less than market value in calculating total assets.

Assets disposed of as a result of foreclosure or bankruptcy is not considered to be assets disposed of for less than fair market value. Assets disposed of as a result of a divorce or separation is not considered to be assets disposed of for less than fair market value.

RRHA's minimum threshold for counting assets disposed of for less than Fair Market value is \$5,000. If the total value of assets disposed of within the two-year period is less than \$5,000, they will not be considered an asset.

HH. Proration of Assistance for "Mixed" Families [24 CFR 5.520]

Applicability

Proration of assistance must be offered to any "mixed" applicant or participant family. A "mixed" family is one that includes at least one U.S. citizen or eligible immigrant and any number of ineligible members.

An applicant mixed-family is entitled to prorated assistance. Tenant families that become mixed families by the addition of an ineligible member are entitled to prorated assistance.

II. Prorated Assistance Calculation

Prorated assistance will be calculated by subtracting the Total Tenant Payment from the applicable Maximum Rent for the unit the family occupies to determine the Family Maximum Subsidy. The specific method of prorating assistance for Public Housing covered programs is as follows:

1. Determine total tenant payment in accordance with applicable public housing regulations, 24 CFR 960. (Annual Income includes income of all family members, including any family member who has not established eligible immigration status).
2. Subtract the total tenant payment from a HUD-supplied "public housing maximum rent" applicable to the unit or the PHA. (This "maximum rent" pre-QHWRA was the ceiling rent; which, is determined by HUD using the 95th percentile rent for the PHA. The result is the maximum subsidy for which the family could qualify if all members were eligible ("family maximum subsidy").
3. Divide the family's maximum subsidy by the number of persons in the family, all persons, to determine the maximum subsidy per each family member who has citizenship or eligible immigration status ("eligible family member"). The subsidy, per eligible family member, is the "member maximum subsidy".
4. Multiply the "member maximum subsidy" by the number of family members who have citizenship or eligible immigration status ("eligible family members").

5. The product of steps 1 through 4, as set forth is the amount of subsidy for which the family is eligible ("eligible subsidy"). The family's rent is the "public housing maximum rent" minus the amount of the eligible subsidy.

Mixed families paying the flat rent shall not receive a prorated rent calculation. An adult member that is ineligible for assistance in a mixed family is also ineligible for an earned income disallowance.

JJ. Income Changes Resulting from Welfare Program Requirements

QHWRA revised the situations in which a Public Housing Authority (PHA) is required to reduce rent for special cases. In order to comply with the requirement, RRHA will make income revisions for changes resulting from Welfare program requirements as follows:

The RRHA will not reduce the rental contribution for families whose welfare assistance is reduced specifically because of:

- fraud by a family member in connection with the welfare program; or
- failure to participate in an economic self-sufficiency program; or
- noncompliance with a work activities requirement

However, the RRHA will reduce the rental contribution if the welfare assistance reduction is a result of:

- The expiration of a lifetime time limit on receiving benefits; or
- A situation where a family member has not complied with a general welfare agency requirements; or
- A situation where a family member has complied with welfare agency economic self-sufficiency or work activities requirements but cannot or has not obtained employment, such as the family member has complied with welfare program requirements, but the durational time limit, such as a cap on the length of time a family can receive benefits, causes the family to lose their welfare benefits; or
- A situation of an inadvertent overpayment.

Imputed welfare income is the amount of annual income not actually received by a family as a result of a specified welfare benefit reduction that is included in the family's income for rental contribution.

Imputed welfare income is not included in annual income if the family was not an assisted resident at the time of sanction.

The amount of imputed welfare income is offset by the amount of additional income (new income) a family receives that begins after the sanction was imposed.

When additional income is at least equal to the imputed welfare income, the imputed welfare income is reduced to zero.

A resident may request an informal hearing to review RRHA's determination of the amount of imputed welfare income.

If the family claims that the imputed welfare income has not been correctly calculated, but the PHA denies the family's request to modify the imputed welfare income amount, RRHA will give the family written notice of such denial, explaining the basis for RRHA's determined amount of imputed welfare income.

This notice will state that if the family disagrees with RRHA's determination, the family may request a grievance hearing on the determination.

KK. Verification Before Denying a Request to Reduce Rent

RRHA will obtain written verification from the welfare agency stating that the family's benefits have been reduced for fraud or noncompliance before denying the family's request for rent reduction.

LL. Cooperation Agreements

RRHA has an unwritten cooperation agreement in place with the local welfare agency that assists the PHA in obtaining the necessary information regarding welfare sanctions.

MM. Using Up-Front Income Verification to Calculate Income

Up-Front Income Verification (UIV) is "the verification of income, before or during a family reexamination, through an independent source that systematically and uniformly maintains income information in computerized form for a large number of individuals" **[PIH Notice 2004-01]**

RRHA procedures for calculating annual income will include the use of UIV methods approved by HUD in conjunction with family-provided documents dated within 90 days from the date they are provided to RRHA.

RRHA will use a difference of \$200 or more per month to determine when a substantial difference exists between UIV and a particular income source.

- If UIV information for a particular income source differs from the information provided by a family by less than \$200 per month, RRHA will use the higher of the two figures to calculate income.

- If UIV information for a particular income source differs from the information provided by a particular income source by \$200 or more per month, RRHA will request another form of third-party written verification and use any other verification methods (in priority order) to reconcile the difference(s). If RRHA can not obtain clarity on the difference in income, RRHA will use the higher of the two income figures. **[24 CFR 5.236(b)]**

NN. Rounding of Income and Deductions

Generally RRHA will round to the nearest whole dollar at the final calculation for each income/deduction source.

RRHA will round as follows for the following income and deductions:

- Social Security Income: When the SS benefit letter states that the monthly benefit is rounded down to the whole dollar, RRHA will calculate income by rounding down the full monthly benefit before any deductions and then annualizing that monthly benefit. This methodology will be applied to all SS benefits whether or not there are any deductions applied. For example if the full monthly benefit is \$547.90 and the monthly medical insurance premium is \$66.60, annual income is: $\$547.00 \times 12 = \6564 .
- Other Income/Deduction Sources **which include direction on rounding:** Where the income/deduction verification document has direction on rounding of income/deductions, RRHA will follow the direction on the verification document to calculate annual income and/or deductions.
- Income/Deduction Sources with **NO direction on rounding:** If the income/benefit/deduction verification document does not include any direction concerning rounding, RRHA will calculate income/benefit/deductions by annualizing the entire weekly, bi-weekly or monthly income/benefit/deduction. Once the annual amount is calculated, RRHA will round to the nearest whole dollar. For example, if the weekly income is \$300.10, annual income is $\$300.10 \times 52 = \$15,605.20$ which is rounded to \$15,605.

OO. Adjusted Income

HUD regulations require RRHA to deduct from annual income any of five mandatory deductions for which a family qualifies. The resulting amount is the family's adjusted income.

PP. Mandatory Deductions

Mandatory Deductions (24 CFR 5.611)

In determining adjusted income, RRHA will deduct the following amounts from annual income:

- (1) \$480 for each dependent;
- (2) \$400 for any elderly family or disabled family;
- (3) The sum of the following, to the extent the sum exceeds three percent of annual income:
 - (i) Unreimbursed medical expenses of any elderly family or disabled family;
 - (ii) Unreimbursed reasonable attendant care and auxiliary apparatus expenses for each member of the family who is a person with disabilities, to the extent necessary to enable any member of the family (including the member who is a person with disabilities) to be employed. This deduction may not exceed the earned income received by family members who are 18 years of age or older and who are able to work because of such attendant care or auxiliary apparatus; and
- (4) Any reasonable child care expenses necessary to enable a member of the family to be employed or to further his or her education.

1. Dependent Deduction

A deduction of \$480 is taken for each dependent [24 CFR 5.611(a) (1)]. Dependent is defined as any family member other than the head, spouse, or co-head who is under the age of 18 or who is 18 or older and is a person with disabilities or a full-time student. Foster children, foster adults, and live-in aides are never considered dependents [24 CFR 5.603(b)].

2. Elderly or Disabled Family Deduction

A single deduction of \$400 is taken for any elderly or disabled family [24 CFR 5.611(a) (2)]. An elderly family is a family whose head, spouse, co-head, or sole member is 62 years of age or older, and a disabled family is a family whose head, spouse, co-head, or sole member is a person with disabilities [24 CFR 5.403].

3. Medical Expense Deduction

Unreimbursed medical expenses may be deducted to the extent that, in combination with any disability assistance expenses, they exceed three percent of annual income. [24 CFR 5.611(a) (3) (I)]

The medical expense deduction is permitted only for families in which the head, spouse, or co-head is at least 62 or is a person with disabilities. If a

family is eligible for a medical expense deduction, the medical expenses of all family members are counted [VG, p. 28].

HUD regulations define medical expenses at 24 CFR 5.603(b) to mean “medical expenses, including medical insurance premiums, that are anticipated during the period for which annual income is computed, and that are not covered by insurance.”

The most current IRS Publication 502, Medical and Dental Expenses, will be used to determine the costs that qualify as medical expenses.

Summary of Allowable Medical Expenses from IRS Publication 502	
<ul style="list-style-type: none"> • Services of medical professionals • Surgery and medical procedures that are necessary, legal, noncosmetic • Services of medical facilities • Hospitalization, long-term care, and in-home nursing services • Prescription medicines and insulin, but not nonprescription medicines even if recommended by a doctor • Improvements to housing directly related to medical needs (e.g., ramps for a wheel chair, handrails) 	<ul style="list-style-type: none"> • Substance abuse treatment programs • Psychiatric treatment • Ambulance services and some costs of transportation related to medical expenses • The cost and care of necessary equipment related to a medical condition (e.g., eyeglasses/lenses, hearing aids, crutches, and artificial teeth) • Cost and continuing care of necessary service animals • Medical insurance premiums or the cost of a health maintenance organization (HMO)
<p>Note: This chart provides a summary of eligible medical expenses only. Detailed information is provided in IRS Publication 502. Medical expenses are considered only to the extent they are not reimbursed by insurance or some other source.</p>	

4. Disability Assistance Expense Deduction

Reasonable expenses for attendant care for a disabled family member and auxiliary apparatus for a disabled family member may be deducted if they: (1) are necessary to enable a family member 18 years or older to work, (2) are not paid to a family member or reimbursed by an outside source, (3) in combination with any medical expenses, exceed three percent of annual income, and (4) do not exceed the earned income received by the family member who is enabled to work. [24 CFR 5.603(b) and 24 CFR 5.611(a) (3) (ii)]

5. Earned Income Limit on the Disability Assistance Expense Deduction:

A family can qualify for the disability assistance expense deduction only if at least one family member (who may be the person with disabilities) is enabled to work [24 CFR 5.603(b)].

The disability expense deduction is capped by the amount of “earned income received by family members who are 18 years of age or older and who are able to work” because of the expense [24 CFR 5.611(a) (3) (ii)]. The earned income used for this purpose is the amount verified before any earned income disallowances or income exclusions are applied.

The family must identify the family members enabled to work as a result of the disability assistance expenses. In evaluating the family’s request, RRHA will consider factors such as how the work schedule of the relevant family members relates to the hours of care provided, the time required for transportation, the relationship of the family members to the person with disabilities, and any special needs of the person with disabilities that might determine which family members are enabled to work.

When RRHA determines that the disability assistance expenses enable more than one family member to work, the disability assistance expenses will be capped by the sum of the family members’ incomes [PH Occ GB, p. 124].

6. Eligible Disability Expenses

Expenses incurred for maintaining or repairing an auxiliary apparatus is eligible. In the case of an apparatus that is specially adapted to accommodate a person with disabilities (e.g., a vehicle or computer), the cost to maintain the special adaptations (but not maintenance of the apparatus itself) is an eligible expense. The cost of service animals trained to give assistance to persons with disabilities, including the cost of acquiring the animal, veterinary care, food, grooming, and other continuing costs of care, will be included.

7. Eligible Attendant Care

The family determines the type of attendant care that is appropriate for the person with disabilities. Attendant care includes, but is not limited to, reasonable costs for home medical care, nursing services, in-home or center-based care services, interpreters for persons with hearing impairments, and readers for persons with visual disabilities.

Attendant care expenses will be included for the period that the person enabled to work is employed plus reasonable transportation time. The cost of general housekeeping and personal services is not an eligible attendant care expense. However, if the person enabled to work is the person with

disabilities, personal services necessary to enable the person with disabilities to work are eligible.

8. Payments to Family Members

No disability expenses may be deducted for payments to a member of a resident family [23 CFR 5.603(b)]. However, expenses paid to a relative who is not a member of the resident family may be deducted if they are reimbursed by an outside source.

9. Necessary and Reasonable Expenses

The family determines the type of care or auxiliary apparatus to be provided and must describe how the expenses enable a family member to work. The family must certify that the disability assistance expenses are necessary and are not paid or reimbursed by any other source.

10. Child Care Expense Deduction

HUD defines child care expenses at 24 CFR 5.603(b) as “amounts anticipated to be paid by the family for the care of children under 13 years of age during the period for which annual income is computed, but only where such care is necessary to enable a family member to actively seek employment, be gainfully employed, or to further his or her education and only to the extent such amounts are not reimbursed. The amount deducted shall reflect reasonable charges for child care. In the case of child care necessary to permit employment, the amount deducted shall not exceed the amount of employment income that is included in annual income.”

Child care expenses do not include child support payments made to another on behalf of a minor who is not living in an assisted family’s household [VG, p. 26]. However, child care expenses for foster children that are living in the assisted family’s household are included when determining the family’s child care expenses.

11. Determining Who Is Enabled to Pursue an Eligible Activity

The family must identify the family member(s) enabled to pursue an eligible activity. The term eligible activity in this section means any of the activities that may make the family eligible for a child care deduction (seeking work, pursuing an education, or being gainfully employed).

In evaluating the family’s request, RRHA will consider factors such as how the schedule for the claimed activity relates to the hours of care provided, the time required for transportation, the relationship of the family member(s) to the child, and any special needs of the child that might help determine which family member is enabled to pursue an eligible activity.

12. Seeking Work

If the child care expense being claimed is to enable a family member to seek employment, the family must provide evidence of the family member's efforts to obtain employment at each reexamination. The deduction may be reduced or denied if the family member's job search efforts are not commensurate with the child care expense being allowed by RRHA.

13. Furthering Education

If the child care expense being claimed is to enable a family member to further his or her education, the member must be enrolled in school (academic or vocational) or participating in a formal training program. The family member is not required to be a full-time student, but the time spent in educational activities must be commensurate with the child care claimed.

14. Being Gainfully Employed

If the child care expense being claimed is to enable a family member to be gainfully employed, the family must provide evidence of the family member's employment during the time that child care is being provided. Gainful employment is any legal work activity (full- or part-time) for which a family member is compensated.

15. Earned Income Limit on Child Care Expense Deduction

When a family member looks for work or furthers his or her education, there is no cap on the amount that may be deducted for child care – although the care must still be necessary and reasonable. However, when child care enables a family member to work, the deduction is capped by “the amount of employment income that is included in annual income” [24 CFR 5.603(b)]. The earned income used for this purpose is the amount of earned income verified after any earned income disallowances or income exclusions are applied.

16. Eligible Child Care Expenses

The type of care to be provided is determined by the resident family. RRHA will not refuse to give a family the child care expense deduction because there is an adult family member in the household that may be available to provide child care.

17. Allowable Child Care Activities

For school-age children, costs attributable to public or private school activities during standard school hours are not considered. Expenses incurred for supervised activities after school or during school holidays (e.g., summer day camp, after-school sports league) are allowable forms of child care.

The costs of general housekeeping and personal services are not eligible. Likewise, child care expenses paid to a family member who lives in the family's apartment are not eligible; however, payments for child care to relatives who do not live in the apartment are eligible.

18. Necessary and Reasonable Costs

Child care expenses will be considered necessary if: (1) a family adequately explains how the care enables a family member to work, actively seek employment, or further his or her education, and (2) the family certifies, and the child care provider verifies, that the expenses are not paid or reimbursed by any other source.

Child care expenses will be considered for the time required for the eligible activity plus reasonable transportation time. For child care that enables a family member to go to school, the time allowed may include not more than one study hour for each hour spent in class.

To establish the reasonableness of child care costs, RRHA will use the schedule of child care costs from the local welfare agency. Families may present, and RRHA will consider, justification for costs that exceed typical costs in the area.

4. Operation and Management

This section provides a description of the programs of RRHA, and a statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by RRHA, including measures necessary for the prevention or eradication of pest infestation, including cockroaches.

Revision: Updated program table shown below.

Program Name	Units or Families Served at Beginning of FY	Expected Turnover
Public Housing	3936*	300
Section 8 Vouchers	2895	180
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	69	6

Program Name	Units or Families Served at Beginning of FY	Expected Turnover
Special Purpose Section 8 Certificates/Vouchers (list individually)	-0-	-0-
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs: Family Self-Sufficiency Program (PH and HCVP)	36 PH HCVP 95	20
Public Housing Services Coordination Program Resident Opportunity and Self-Sufficiency	Elderly Buildings 282 Elderly in Family Communities	30

- * This number includes the 2 units that were demolished at 1107 N. 1st Street in Gilpin, the 2 units at 3000 E. Broad Street which were sold on and the 1 unit at Decatur which will be removed from inventory to accommodate the installation of the elevator.

5. Grievance Procedures

This section provides a description of the grievance and informal hearing and review procedures that the PHA makes available to its public housing residents and Section 8 applicants.

Chapter 22

TENANT GRIEVANCE PROCEDURE

I. PURPOSE

This procedure is intended to afford a tenant of the Richmond Redevelopment and Housing Authority (hereinafter called "RRHA") an opportunity for a grievance if s/he disputes, within the time provided herein, an RRHA action or failure to act involving the lease or RRHA regulations which adversely affect his rights, duties, welfare, or status (24 CFR 966.50). This procedure is not intended to resolve all manner of disputes between a tenant and RRHA. Certain disputes are specifically exempt from resolution under this procedure.

RRHA has determined that it will use a Hearing Officer or a Hearing Panel (as selected by the Tenant) selected in accordance with 24 CFR 966.55 of the grievance regulations to hear the grievance and render a decision. The Hearing Officer/Hearing Panel shall be impartial persons, selected by RRHA after consultation with the Resident Advisory Board, other than a person who made or approved the action under review or a subordinate of such person.

Selecting the Hearing Officer or Hearing Panel:

- A. The RRHA shall nominate a slate of impartial persons to sit as Hearing Officer or Hearing Panel members. Such persons may include RRHA Board members, RRHA staff members, residents, professional arbitrators, or others. The initial slate of nominees should be at least nine persons.

The RRHA will check with each nominee to determine whether there is an interest in serving as a Hearing Officer or panel member, whether the nominee feels fully capable of impartiality, whether the nominee can serve without compensation, and what limitations on the nominee's time would affect such service.

Nominees will be informed that they will be expected to disqualify themselves from hearing grievances that involve personal friends, other residents of developments in which they work or reside, or grievances in which they have some personal interest.

Nominees who are not interested in serving as Hearing Panel members or whose time is too limited to make service practical will be withdrawn and other names will be substituted.

- B. A slate of potential hearing panel members nominated by the RRHA shall be submitted to the Resident Advisory Board. Written comments from the organizations shall be considered by the RRHA before the nominees are appointed as hearing panel members.
- C. When the comments from the Resident Advisory Board have been received and considered, the nominees will be informed that they are the RRHA'S official grievance hearing committee.

The RRHA Hearing Officer will subsequently contact committee members in random order to request their participation as hearing panel members.

II. DEFINITIONS (24 CFR 966.53)

For the purpose of this grievance procedure the following definitions are applicable:

- A. **Grievance** shall mean any dispute, including rent disputes, which a tenant may have with respect to RRHA's action or failure to act in accordance with the dwelling lease or regulations of RRHA which adversely affect the tenant's rights, duties, welfare, or status except those disputes and non-grievable actions identified under Sections III.B., III.C., and III.D (below).
- B. **Complainant** shall mean any tenant whose grievance is presented to a management employee in RRHA's central office or to the Management

office to which the complainant is assigned in accordance with Sections IV.A. and V.A. below.

- C. **Elements of due process** shall mean an eviction action or termination of tenancy in a state or local court in which the following procedural safeguards are required:
1. Adequate notice to the tenant on the grounds for terminating the tenancy and for eviction.
 2. Right of the tenant to be represented by counsel.
 3. Opportunity for the tenant to examine all relevant documents, records, and regulations of the Authority prior to the trial for the purpose of preparing a defense.
 4. Opportunity for the tenant to refute the evidence presented by RRHA including the right to confront and cross-examine witnesses and to present any affirmative legal or equitable defenses which the tenant may have.
 5. A decision on the merits.
- D. **Hearing Officer:** a person selected in accordance with 24 CFR 966.55 and this procedure to hear grievances and render a decision with respect thereto.
- E. **Hearing Panel:** a three member panel selected in accordance with 24 CFR 966.55 and this procedure to hear grievances and render decision with respect thereto.
- F. **Tenant** shall mean the adult person(s), other than a live-in aide, who resides in the dwelling unit and who executed the lease with RRHA, or if no such person resides in the dwelling unit, then anyone residing in the unit who serves as the remaining head of household of the family residing in the unit.
- G. **Management** means the Property Manager or any member of the Property Manager's staff for the RRHA-owned or leased development in which the complainant resides.

III. APPLICABILITY (24 CFR 966.51)

- A. **Grievance Procedure** – This procedure shall be applicable to the individual grievances specified under Section II.A.

- B. **Tenant Disputes** – This procedure may not be invoked to resolve disputes between tenants that do not involve any action or inaction by RRHA .
- C. **General Policy Disputes** – This procedure is not intended as a forum for a tenant, a group of tenants, or any tenant advocacy organization to initiate or negotiate policy changes with RRHA Management. However, this subsection does not preclude a number of tenants with the same grievance from joining together in the same fair hearing, so long as RRHA consents to such a proceeding.
- D. **Non-Grievable Lease Violations** - The U.S. Department of Housing and Urban Development (“HUD”) has determined that an unlawful detainer action in either general district or circuit court provides the basic elements of due process that must be afforded public housing residents prior to their eviction. Thus, in accordance with the U.S. Fair Housing Act and HUD regulations, RRHA may exempt from this Procedure any grievance concerning a termination of tenancy or eviction that involves:
 - 1) any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises of other residents or employees of RRHA,
 - 2) any violent or drug related criminal activity on or off RRHA premises,
 - 3) any criminal activity that resulted in the felony conviction of a household member or
 - 4) disputes between tenants.
 - 5) the aforementioned categories will be exempt from consideration under this Procedure if it involves the tenant, a member of tenant’s household, tenant’s guest, or anyone under tenant’s control.

IV. Informal SETTLEMENT OF GRIEVANCE (24 CFR 966.54)

- A. Request for Informal Conference – Any request for an informal conference to discuss a grievance must be personally presented, either orally or in writing, to an employee in RRHA’s Central Office or to the Management Office of the development where the complainant resides no later than ten (10) business days after the occurrence giving rise to the grievance.
- B. Complainant may use “Request for Informal Conference to Discuss Tenant Grievance” form hereto to present his/her request for an informal conference to RRHA Management or an RRHA Central Office employee. A copy of the aforementioned form shall be provided to complainant upon Management’s receipt of complainant’s request for an informal conference. Complainant must complete the form with the assistance of

Management, if necessary, to identify the nature of his/her grievance. Complainant shall receive "Receipt of Request for Informal Conference..." upon presentation of his/her request for an informal conference. The receipt shall identify the complainant, list the date on which the complainant presented his/her request for an informal conference, and briefly state the nature of the grievance. Copies of the request identifying the grievance and the receipt shall be retained in the complainant's file.

- C. **Notice of Decisions** – Management shall informally discuss the circumstances pertaining to the grievance with complainant or complainant's representative at the time complainant presents his/her request for an informal conference or within ten (10) business days of such request in an effort to settle the grievance without a formal grievance hearing.
- D. Within five (5) business days after the informal conference, a written "Summary of Informal Conference to Discuss Tenant Grievance" of the conference shall be prepared by Management and a copy thereof shall be given to complainant and one retained in complainant's file. The summary shall specify the names of the participants in the conference, the date of the conference, the nature of the grievance, the nature of the proposed disposition of the grievance, and the specific reasons therefore, and shall specify the procedures by which complainant may obtain a formal hearing if complainant is not satisfied by the proposed disposition of his/her grievance after the informal conference.

V. **Procedure to obtain a FORMAL Grievance hearing**

- A. Request for Formal Hearing – If complainant is not satisfied with the results of the informal conference, complainant shall submit a written request for a formal grievance hearing to the Hearing Officer/Hearing Panel for housing management in RRHA's central office or to the Management office in the development where the complainant resides no later than ten (10) business days after the date the complainant receives the summary of the informal conference pursuant to Section IV.B. above. The written request shall specify:
 - 1. The reason(s) for the grievance; and
 - 2. The action or relief sought.
 - 3. The election of a Hearing Officer or Hearing Panel to conduct the Formal Grievance Hearing.

The "Request for Formal Grievance Hearing" shall be provided by Management to the complainant upon their request.

- B. **Failure to Request Hearing** - If complainant does not request a hearing in accordance with paragraph A of this section, RRHA's disposition of the grievance under Section IV.B shall become final. Complainants should note that failure to request a hearing shall not constitute a waiver of their right thereafter to contest Management's action in disposing their grievance in an appropriate judicial proceeding.
- C. **Hearing Officer/Hearing Panel** – RRHA's Hearing Officer shall be responsible for arranging with complainant, hearing panel **members** and other RRHA personnel, preparation of hearing notices, maintenance of hearing records, and performance of other requested services.
- D. **Informal Conference Requirement** – Complainant must first request an informal conference in the manner prescribed under Section IV.A. before he/she will be granted a formal hearing to address his/her grievance. However, if the complainant shows to the Hearing Officer/Hearing Panel good cause as to why he/she failed to proceed in accordance with Section IV.A., the provisions of this paragraph may be waived by the Hearing Officer/Hearing Panel.
- E. **Escrow Deposit** – If the Grievance involves the amount of rent or other charges claimed by the Authority to be due, the Complainant shall pay to the Authority all amounts claimed by the Authority to be due as and when such amounts become due under the Dwelling Lease. The amounts so paid will be held in escrow by the Authority until the Grievance is resolved by decision of the Hearing Officer/Hearing Panel. In extenuating circumstances, the escrow requirement may be waived by the Authority. Unless so waived, the failure of the Complainant to make the escrow payments shall result in the termination of the Grievance proceedings.
1. **General Rule - Complainant** will not be granted a formal hearing for any grievance involving the amount of rent RRHA claims is due, if by the scheduled date of complainant's formal grievance hearing, complainant has not paid to RRHA an amount equal to the amount of rent due and owing under his/her lease as of the first day of the month preceding the month in which RRHA's alleged act or failure to act took place. Complainant thereafter shall pay this same amount of monthly rent to RRHA until the complainant's grievance is resolved by a decision of the Hearing Officer/Hearing Panel. RRHA shall keep those payments in an escrow account until authorized to disburse them in accordance with subsection 3 of this paragraph.
 2. **Exception to General Rule - RRHA** may not require an escrow deposit whenever a complainant requests a formal grievance hearing to review RRHA's determination denying or limiting the complainant's claim to a financial hardship exemption. Likewise,

RRHA may not require a complainant to pay an escrow deposit for the portion of the complainant's rent attributable to imputed welfare income when the complainant has requested a grievance hearing to review RRHA's calculation of the amount of imputed welfare income attributed to the complainant's household for purposes of determining the tenant's rent.

3. **Disbursement of Escrow Funds** - After the decision of the Hearing Officer/Hearing Panel, any monies owed to RRHA and held in escrow shall be transferred to the appropriate account. If the decision of the Hearing Officer/Hearing Panel results in any monies being due RRHA by complainant in addition to the amount held in escrow, a written agreement shall be made between complainant and Management for payment.

1. If the decision of the Hearing Officer/Hearing Panel results in any monies being due complainant by Management, such amount shall be paid in full to the complainant by check within ten (10) business days after the decision has become binding upon Management pursuant to Section VII.B.

- F. **Scheduling of Hearing and Notice** – Upon complainant's compliance with Sections V.A. and V.E., complainant's request for a formal grievance hearing shall be forwarded within ten (10) business days to RRHA's Hearing Officer/Hearing Panel. The Hearing Officer/Hearing Panel shall promptly schedule a hearing for the time and place reasonably convenient for the complainant, and Management. The complainant, Management, hearing panel members and other appropriate RRHA personnel shall be promptly issued a written notice specifying the time, place, and the procedures governing the hearing (letter attached) provided however, that this notice requirement does not apply in instances where the Hearing Officer/Hearing Panel has decided to postpone the hearing due to complainant's or RRHA Management's failure to appear as prescribed in Section VI.F (below).

VI. Procedures governing the **FORMAL** hearing (24 CFR 966.56)

- A. **Hearing** – The hearing shall be held before the Hearing Officer/Hearing Panel.
- B. **Due Process** – Complainant shall be afforded a hearing, which shall include:
 1. The opportunity to examine any RRHA documents before the hearing (in the presence of a management staff person), including any records and regulations of Management that

are directly relevant to the hearing. The complainant shall be allowed to copy any such document at his own expense (50 cents per page). If RRHA does not make the document available to the complainant upon his request, RRHA may not rely on that document at the grievance hearing.

2. RRHA will furnish complainant a list of its witnesses at least three (3) business days before the hearing. Any witness not so identified after a timely request therefor by complainant may not be called by RRHA at the hearing unless the Hearing Officer/Hearing Panel is satisfied that the failure to identify was excusable.
3. The right to require the presence of any Management employee whose testimony complainant reasonably believes is relevant to his case. The reasonableness of the complainant's belief in this regard shall be determined by the Hearing Officer/Hearing Panel if disputed.
4. An explanation to complainant at the hearing of his due process rights.
5. The right to be represented by counsel or other person chosen as his representative and to have such person make statements on the complainant's behalf.
6. Unless the complainant requests a public hearing, the complainant has the right to a private hearing which includes only the complainant, the Hearing Officer/Hearing Panel, complainant's counsel (or other representative), RRHA's counsel and any testifying witness. Witnesses will be sequestered until they are called to testify.
7. The right to present evidence and arguments in support of the grievance, to controvert evidence relied on by Management and to confront and cross-examine all witnesses on whose testimony or information RRHA relies and to present any affirmative, legal, or equitable defense which complainant may have.
8. A decision on the merits based solely and exclusively upon the facts presented at the hearing.

- C. **Witnesses** – Complainant shall provide RRHA with a list of his/her witnesses at least three (3) business days before the hearing. Any witnesses not identified may not be called by complainant at the hearing unless the Hearing Officer/Hearing Panel is satisfied that the failure to identify was excusable.

- D. **Precedent** – The Hearing Officer/Hearing Panel may render a decision without proceeding with the hearing if it is determined that the issue has been previously decided in another grievance hearing.
- E. **Failure To Appear** – If any Management employee or other appropriate RRHA personnel fail to appear at a scheduled hearing, the Hearing Officer/Hearing Panel may either postpone the hearing for a period not to exceed ten (10) business days or proceed without the testimony of the RRHA employee.
- F. If complainant fails to appear at a scheduled hearing, the Hearing Officer/Hearing Panel may also elect to postpone the hearing for a period not to exceed ten (10) business days or determine that the complainant has waived his/her right to a hearing. Both complainant and RRHA Management shall be notified in writing within five (5) business days of the Hearing Officer/Hearing Panel's decision as to whether complainant's failure to appear constitutes a waiver of his/her right to the hearing. A determination that complainant has waived their right to a hearing shall not constitute a waiver of any right complainant may have to contest the Hearing Officer/Hearing Panel's disposition of their grievance in an appropriate judicial proceeding.
- G. If the Hearing Officer/Hearing Panel decides to postpone the hearing due to Management's or the complainant's failure to appear, then the notice of the decision in this regard shall specify the rescheduled date and time of the hearing.
- H. **Burden of Proof** – At the hearing, complainant must first make a showing of an entitlement to the relief sought, and thereafter, RRHA must sustain the burden of justifying their act or omission giving rise to the grievance.
1. The hearing shall be conducted informally by the Hearing Officer/Hearing Panel and oral or documentary evidence pertinent to the facts and issues raised by the complaint may be received without regard to admissibility under the rules of evidence applicable to judicial proceedings. The Hearing Officer/Hearing Panel shall require Management, complainant, counsel and other participants or spectators to conduct themselves in an orderly fashion. Failure to comply with the directions of the Hearing Officer/Hearing Panel to obtain order may result in exclusion from the proceedings or in a decision adverse to the interests of the disorderly party.
 2. Complainant or RRHA may arrange, in advance and at the expense of the party making the arrangement, for a transcript of the hearing. Any interested party may purchase a copy of such transcript.

- I. **Accommodation of Persons with Disabilities** - RRHA shall provide reasonable accommodations for persons with disabilities to participate in the hearing. Reasonable accommodations may include qualified sign language interpreters, readers, accessible locations, or attendants. If the tenant is visually impaired, any notice to the tenant which is required under this subpart shall be in an accessible format.

VII. Decision of the Hearing Officer/Hearing Panel (24 CFR 966.57)

- A. **Written Decision** – The Hearing Officer/Hearing Panel shall prepare a written decision, together with the reasons therefor, within fifteen (15) business days after the hearing. A copy of the decision shall be sent to complainant and Management. Management shall retain a copy of the decision in complainant's folder. If a complainant's grievance is denied at the formal hearing stage, then he/she will receive a written notice of decision advising them to quit the premises within five (5) business days of the posted date of the notice. This notice shall list on its first page, the name, telephone number, and address of Legal Aid in order to comply with the content requirements for public housing lease termination notices under Va. Code § 55-248.6(F).
- B. **Decision Binding** – The decision of the Hearing Officer/Hearing Panel shall be binding on RRHA which shall take all actions, or refrain from any actions, necessary to carry out the decision unless it is determined by a court of law that either:
 1. The grievance does not concern RRHA's action or failure to act in accordance with or involving complainant's lease or any RRHA regulations that adversely affect complainant's rights, duties, welfare, or status; or
 2. The decision of the Hearing Officer/Hearing Panel is contrary to applicable federal, state, or local law, HUD regulations, or requirements of the Annual Contributions Contract between HUD and RRHA.
- C. **Non-Waiver** – A decision by the Hearing Officer/Hearing Panel in favor of RRHA or which denies the relief requested by complainant in whole or in part shall not constitute a waiver of, nor affect in any manner whatsoever, any rights complainant may have to a trial de novo or judicial review in any judicial proceedings which may thereafter be brought in the matter.

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
Post Office Box 26887
Richmond, Virginia 23261

REQUEST FOR INFORMAL CONFERENCE TO DISCUSS TENANT GRIEVANCE

Complainant's Name _____

Address _____

Development Name and Unit Number _____

Telephone Number _____

Property Manager _____

Brief explanation of the nature of your grievance: _____

Complainant

Management Employee Receiving This Request

Title of Management Employee

Date _____

Time _____

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
Post Office Box 26887
Richmond, Virginia 23261

RECEIPT OF REQUEST FOR INFORMAL CONFERENCE TO DISCUSS TENANT GRIEVANCE

Complainant's Name _____

Address _____

Development Name and Unit Number _____

Telephone Number _____

Property Manager _____

On _____ at _____, a request for
Date Time

an informal conference to discuss a grievance was received from the above-named complainant concerning the following issues: _____

Complainant has been advised that the informal conference to discuss his/her grievance has been scheduled for _____, the _____ day of _____, 20____, at _____ in complainant's development's Management office.

Property Manager

Development

**RICHMOND DEVELOPMENT AND HOUSING AUTHORITY
Post Office Box 26887
Richmond, Virginia 23261**

SUMMARY OF INFORMAL CONFERENCE TO DISCUSS TENANT GRIEVANCE

To: _____ Date: _____

_____ Development: _____
_____ Unit Number: _____

Your grievance pertaining to the following issue(s): _____

has been received and carefully considered. At the conference on the above date, the following persons were present in addition to yourself and the Property Manager:

Management's decision is as follows: _____

(Concise statement of Management's view of the matter, and a statement as to what action, if any, will be taken.)

If you are not in agreement with Management's decision, Management will be glad to discuss the matter further with you. If you do not wish to do so, but desire a formal hearing, you may request one by writing RRHA's Hearing Officer/Hearing Panel at the following address: Richmond Redevelopment and Housing Authority, Affordable Housing Division, Post Office Box 26887, Richmond, Virginia 23261, or by delivering to Management your written request within ten (10) business days of the receipt of this summary. Your request must specify the reasons for the grievance and the action or relief you are seeking. A form entitled Statement of Grievance and Request for Formal Grievance Hearing is attached for your use, if needed.

Upon receipt of your request, a formal grievance hearing will be scheduled in accordance with RRHA's Tenant Grievance Procedure, a copy of which is attached to your lease and is in each Management office for your examination.

As provided in the Tenant Grievance Procedure, in the event that your grievance involves the manner in which your rent has been calculated, you must pay to Management all rent due and owing as of the first day of the month preceding the month in which your rent was adjusted. Should you have any questions concerning your grievance rights please call or come to your development's Management office.

Sincerely,

Housing Manager

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
Post Office Box 26887
Richmond, Virginia 23261

REQUEST FOR FORMAL GRIEVANCE HEARING

Name _____

Address _____

Development Name and Unit Number _____

Telephone Number _____

Property Manager _____

I have received the summary of the discussion we had on _____
regarding my grievance concerning _____

Management's decision in this matter is not satisfactory, and therefore, I am requesting a
formal grievance hearing in accordance with RRHA's Tenant Grievance Procedure so that RRHA
will: (State what action or relief you are seeking.)

Choose One: _____ Hearing Officer _____ Hearing Panel (made up of three persons)

Under the Tenant Grievance Procedure you are required to submit a request for a Formal
Grievance Hearing that will decide whether your grievance is valid.

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Attachment E

**RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
Post office Box 26887
Richmond, Virginia 23261**

Dear Tenant,

RRHA is in receipt of your request for a Formal Grievance Hearing.

Your hearing has been scheduled for _____, the ___ day of _____, 20 __,
at _____ a.m./p.m. at _____ (location).

You have the right to bring evidence, witnesses, legal or other representatives at your expense. You also reserve the right to review any related documents in the possession of Richmond Redevelopment and Housing Authority and obtain copies at your own expense.

A copy of any documents of evidence you may be using at the hearing must be submitted to me three days prior to the hearing. Also, if you intend to bring witnesses, legal or other representation you are required to notify me 3 days in advance. Failure to follow the above requirements may result in the cancellation of the Formal Grievance Hearing.

Attached you will find the Procedures Governing the Formal Hearing.

Hearing Officer/Hearing Panel

Attachment

VIII. Procedures governing the FORMAL hearing

- A. Hearing – The hearing shall be held before the Hearing Officer/Hearing Panel.
- B. Due Process – Complainant shall be afforded a hearing, which shall include:
 - 1. The opportunity to examine any RRHA documents before the hearing, including any records and regulations of Management that are directly relevant to the hearing. The complainant shall be allowed to copy any such document at his own expense (50 cents per page). If RRHA does not make the document available to the complainant upon his request, RRHA may not rely on that document at the grievance hearing.
 - 2. RRHA will furnish complainant a list of its witnesses at least three (3) business days before the hearing. Any witness not so identified after a timely request therefore by complainant may not be called by RRHA at the hearing unless the Hearing Officer/Hearing Panel is satisfied that the failure to identify was excusable.
 - 3. The right to require the presence of any Management employee whose testimony complainant reasonably believes is relevant to his case. The reasonableness of the complainant's belief in this regard shall be determined by the Hearing Officer/Hearing Panel if disputed.
 - 4. An explanation to complainant at the hearing of his due process rights.
 - 5. The right to be represented by counsel or other person chosen as his representative and to have such person make statements on the complainant's behalf.
 - 6. Unless the complainant requests a public hearing, the complainant has the right to a private hearing which includes only the complainant, the Hearing Officer/Hearing Panel, complainant's counsel (or other representative), RRHA's counsel and any testifying witness. Witnesses will be sequestered until they are called to testify.

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7. All testimony shall be given under oath which shall be administered by the Hearing Officer/Hearing Panel.
 8. The right to present evidence and arguments in support of the grievance, to controvert evidence relied on by Management and to confront and cross-examine all witnesses on whose testimony or information RRHA relies and to present any affirmative, legal, or equitable defense which complainant may have.
 9. A decision on the merits based solely and exclusively upon the facts presented at the hearing.
- C. **Witnesses** – Complainant shall provide RRHA with a list of his/her witnesses at least three (3) business days before the hearing. Any witnesses not identified may not be called by complainant at the hearing unless the Hearing Officer/Hearing Panel is satisfied that the failure to identify was excusable.
- D. **Precedent** – The Hearing Officer/Hearing Panel may render a decision without proceeding with the hearing if it is determined that the issue has been previously decided in another grievance hearing.
- E. **Failure To Appear** – If any Management employee or other appropriate RRHA personnel fail to appear at a scheduled hearing, the Hearing Officer/Hearing Panel may either postpone the hearing for a period not to exceed ten (10) business days or proceed without the testimony of the RRHA employee.
- F. If complainant fails to appear at a scheduled hearing, the Hearing Officer/Hearing Panel may also elect to postpone the hearing for a period not to exceed ten (10) business days or determine that the complainant has waived his/her right to a hearing. Both complainant and RRHA Management shall be notified in writing within five (5) business days of the Hearing Officer/Hearing Panel's decision as to whether complainant's failure to appear constitutes a waiver of his/her right to the hearing. A determination that complainant has waived their right to a hearing shall not constitute a waiver of any right complainant may have to contest the Hearing Officer/Hearing Panel's disposition of their grievance in an appropriate judicial proceeding.
- G. If the Hearing Officer/Hearing Panel decides to postpone the hearing due to Management's or the complainant's failure to appear, then the notice of the decision in this regard shall specify the rescheduled date and time of the hearing.

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- H. **Burden of Proof** – At the hearing, complainant must first make a showing of an entitlement to the relief sought, and thereafter, RRHA must sustain the burden of justifying their act or omission giving rise to the grievance.
1. The hearing shall be conducted informally by the Hearing Officer/Hearing Panel and oral or documentary evidence pertinent to the facts and issues raised by the complaint may be received without regard to admissibility under the rules of evidence applicable to judicial proceedings. The Hearing Officer/Hearing Panel shall require Management, complainant, counsel and other participants or spectators to conduct themselves in an orderly fashion. Failure to comply with the directions of the Hearing Officer/Hearing Panel to obtain order may result in exclusion from the proceedings or in a decision adverse to the interests of the disorderly party.
 2. Complainant or RRHA may arrange, in advance and at the expense of the party making the arrangement, for a transcript of the hearing. Any interested party may purchase a copy of such transcript.
- I. **Accommodation of Persons with Disabilities** - RRHA shall provide reasonable accommodations for persons with disabilities to participate in the hearing. Reasonable accommodations may include qualified sign language interpreters, readers, accessible locations, or attendants. If the tenant is visually impaired, any notice to the tenant which is required under this subpart shall be in an accessible format.

6. Designated Housing for Elderly and Disabled Families

No Revisions

7. Community Service and Self-Sufficiency

This section provides a description of: (1) Any programs relating to services and amenities provided or offered to assisted families; (2) Any policies or programs of RRHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; and (3) How RRHA PHA will comply with treatment of income changes resulting from welfare program requirements, and the requirements of community service.

The Authority's Property Management division will develop written procedures governing Community Service and will work with Resident Services, the Richmond Tenants Organization to implement, monitor and report compliance.

Section 6.0 - HUD-50075: PHA Plan Update

Revision: Updated services and program tables.

RRHA coordinates, promotes or provides the following programs to enhance the economic and social self-sufficiency of residents:

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Adult Resident Services 436 Calhoun Center, and various RRHA Communities Individual Assessments and Plans, Pre-Employment Assistance, and Educational, Financial, Vocational, Computer Skills Training. Section 3, Workforce Rediness, Life Skills Management, Health Education</i>	900	Open	<i>Calhoun Family Investment Center and various RRHA locations</i>	<i>Public Housing</i>
<i>On-site Prevention Programs and Youth Sports and Fine Arts Academy. Life skills, education, recreational and cultural enrichment, prevention programs, incl. scholarships</i>	1000	Open	<i>Calhoun Center</i>	<i>Public Housing</i>
<i>Service Coordinators Program</i>	500	Open	<i>Service Coordinator Program in RRHA family & Elderly communities</i>	<i>Public housing</i>

RRHA has enacted the following discretionary policies in the following areas to enhance the economic and social self-sufficiency of assisted families:

- Public housing rent determination policies
- Public housing admissions policies
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for section 8 homeownership option participation
- Preference/eligibility for public housing homeownership option participation

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2011 Estimate)	Actual Number of Participants (As of: 01/31/11)
Public Housing	22	56
Section 8	30	37

8. Safety and Crime Prevention

This section describes RRHA's plan for safety and crime prevention to ensure the safety of the public housing residents. This includes: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

Need for measures to ensure the safety of public housing residents

RRHA's determination of the need for measures to ensure the safety of public housing residents is based on its acknowledgement of:

- High incidence of violent and/or drug-related crime in some or all RRHA developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to RRHA developments
- Residents fearful for their safety and/or the safety of their children
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime

The following information or data was used to determine the need for RRHA actions to improve safety of residents:

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

Crime and Drug Prevention activities RRHA has undertaken or plans to undertake in the next PHA fiscal year

In summary, the crime prevention activities the PHA has undertaken or plans to undertake include:

- Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
- Crime Prevention Through Environmental Design ("CPTED")
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program

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RRHA continues to stress the importance of resident involvement in crime prevention, and works tirelessly to encourage residents to participate in training, speaking forums and community committees and with its local police agencies. Through the RRHA Police Department, RRHA Officers continue to work with residents in reporting and deterring criminal activity in their communities. The RRHA Crime Hotline also continues to produce hundreds of calls for 'tips' on crime. The Hotline, a confidential phone number for residents, also gives residents a greater tool for communicating information to its Police Officers while remaining anonymous.

A new crime prevention and intervention program is the Youth Sports and Fine Arts Academy. This program has about 185 youth, including college students, who receive intensive counseling, case management, and financial support for continuing education. In addition to participating in non-traditional sports for exposure outside of public housing and opportunities to model other positive role models (youth and adults), the youth engage in a variety of workshops, i.e., education, culture, and social. Field trips to museums, college tours, and an etiquette course are some of the highlights.

To further enhance crime prevention efforts, RRHA has formally partnered with Richmond Outreach Center (ROC), The Boys and Girls Club, and the City of Richmond Parks and Recreation Department to provide after school crime prevention programs that service approximately 370 public housing youth city wide. Additionally, RRHA has secured a partnership with the Office of the Attorney General's Gang Reduction and Intervention Program (G.R.I.P) to offer a variety of crime prevention programs and workshops geared to youth and adults in the north side area of Richmond.

In addition, RRHA continues technology enhancement for crime prevention purposes. The Authority maintains its much heralded camera project. The project provides "live" CCTV monitoring in all its developments.

Coordination between RRHA and the Richmond Police Department (RPD)

The coordination between RRHA and the appropriate RPD precincts for carrying out crime prevention measures and activities can be characterized by:

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Continue to support and fund the RRHA Police

RRHA builds on its partnerships with Law Enforcement agencies to include the FBI, DEA, US Marshals, RPD, and Virginia State Police. These relations/partnerships have produced numerous arrests in all areas in our continuing effort to reduce crime.

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RRHA seeks to establish a “Tough on Crime/Zero Tolerance Initiative” to ensure the rights of all residents of RRHA to the peaceful enjoyment of the premises. RRHA understands that for many, the RRHA is the landlord of last resort. As a result, many of our tenants are living in extreme social disadvantage. The majority of people who live in public housing are good tenants. They have the right to live in safety and comfort. RRHA seeks to aggressively enforce the provisions in its dwelling lease and addendums which are supported by the CFR and were established under the original One Strike policy. The zero-tolerance initiative is being implemented by RRHA to combat the increase in crime and antisocial behavior in its communities. Through the consistent enforcement of this initiative RRHA plans to foster crime-free housing by implementing aggressive strategies which will reflect a zero-tolerance of prohibited activity. RRHA plans to accomplish this task using various internal staff and partnerships with its external stakeholders to include residents, law enforcement, Legal Aid, service providers, etc. This task will engage in addressing the issue through diverse means such as: implementation of annual background checks for all adult family members; broad communication of its zero tolerance policy to residents, staff, legal aid, the judicial system and all other appropriate parties; applying for additional funding or grants to support local anticrime strategies such community policing, coordinated tenant patrols and crime prevention programs for at-risk youth; partnerships with agencies to educate residents on security measures and tips, substance abuse, etc.

9. Pets

No Changes

10. Civil Rights Certification

RRHA certifies its compliance with Civil Rights and Fair Housing requirements.

11. Fiscal Year Audit

The completed fiscal audit for the fiscal year ending 9/30/2009 was submitted to HUD by June, 2010. The Authority is underway with its latest audit for the fiscal year ended 9/30/2010 and will submit its information to HUD before June 30, 2011.

The latest available audited financial statements are available on the Authority's website.

12. Asset Management

This section provides a statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency,

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including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

Subpart H also describes what it calls the “ownership responsibilities” of PHAs, including planning for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

The Authority is reviewing multiple strategies to upgrade some of its Small/Used Houses in the portfolio as a means to promote increased housing or Homeownership opportunities for low income families. In addition, the Authority is going to pursue the disposition of these properties due to the high cost to rehabilitate given the current economic climate, combined with the current challenges around maintaining scattered units.

The Authority is currently completing a Physical Needs Assessment which includes a portfolio strategy that will drive an inform the agency as it seeks to implement multiple strategies to reposition/redevelop its entire public housing portfolio as a means to improve them both physically and socially.

The Authority may realign the Asset Management Projects (AMP) structure to increase efficiency and increase site-based profitability.

13. Violence Against Women Act (VAWA)

In accordance with the HUD Final Rule on VAWA, Richmond Redevelopment and Housing Authority In partnership with city agencies works to coordinate the following services for children and adult victims of domestic violence, dating violence, sexual assault or stalking participating in its assisted housing programs:

- Identify Program Participants and victims
- Coordinate internally and externally to assist in relocating the victim and their family by making these persons priorities on the transfer lists
- Works closely and in partnership with the City of Richmond Victim/Witness Advocacy Office
- Assist in providing and coordinating additional services as needed with various city and State agencies (currently working with Safe Harbor and YWCA)

VAWA provides statutory protections for victims of domestic violence, dating violence, sexual assault, and stalking. Such protections apply to families receiving rental assistance under HUD’s public housing and tenant based and project-based Section 8 programs.

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HOPE VI or Mixed Finance Modernization or Development

RRHA goal is to transform its entire public housing portfolio into mixed-income communities over the next 30-40 years, in an effort to reposition the agencies public housing assets into better performing developments that are competitive in the marketplace as well as improve their physical and social conditions.

For over twenty years RRHA's Real Estate and Community Development Department (RECD) has been responsible for creating economic development opportunities in the City of Richmond as well as redeveloping challenged neighborhoods that have not been invested in and neglected for some time. RRHA and/or its subsidiary entity(s) plans to either partner with other developers or self-develop its properties using HUD's mixed-finance approach.

RRHA envisions a range of options that will be employed to achieve its goal to transform its portfolio which may include but not be limited to: modernization of existing public housing units; demolition of selected units and construction of new units; introduction of market rate and for-sale units; acquisition and development of new units in, around and outside of RRHA properties; and wholesale redevelopment.

RRHA anticipates applying for additional HOPE VI and/or Choice Neighborhood grants when the Notice of Funds Available is published. RRHA plans to request an amendment to the Revitalization Plan for the existing HOPE VI grant along with any budget revisions as required.

RRHA plans to submit a mixed-finance application/proposal to HUD and will pursue the construction of new public housing units using accumulated second increment Replacement Housing Factor (RHF) funds leveraged with public and private sources. Second increment RHF grant funds will be used in the Dove Street Redevelopment Project to construct public housing units.

Any balance of remaining Second Increment RHF funds received to date, along with future RHF grant funding, will be accumulated and used for the potential redevelopment of RRHA's other public housing communities under the mixed-finance development approach. Additional acquisitions of vacant land or other existing rental properties, adjacent to current public housing sites may also be initiated, subject to submission and approval by HUD of the appropriate development proposals.

Other mixed-finance transactions (via acquisition or new construction or both) may be proposed later in the Plan year commensurate with the RRHA Strategic Business Plan. Financing may include use of regular Capital Funds and/or HUD's Capital Fund

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Financing Program (CFFP). CFFP involves borrowing against future flow of annual Capital Funds.

RRHA plans to pursue public housing development activities and will utilize the Richmond Development Corporation (RDC) and/or other subsidiary entities for development, financing, and the formation of a variety of ownership structures as well as utilize the RDC for the operation of public housing programs.

The Authority intends to use Capital Funds and other public and private funds to redevelop Gilpin Court, Dove Street and Frederic Fay Towers as well as other family and elderly developments. RRHA also intends to use Capital Funds and other funds to acquire and redevelop properties in and around its public housing communities.

Demolition and/or Disposition

This section describes whether HUD-approved applications by RRHA to demolish or dispose (sell) public housing projects owned by RRHA and subject to Annual Contributions Contracts (ACCs), or pending applications for demolition or disposition, have changed during the current plan year.

In such cases, RRHA would be required to describe the housing and the number of affected units for which it will apply or is currently pending for demolition or disposition; and provide a projected timetable for the demolition or disposition. This information is furnished below:

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Demolition/Disposition Activity Description
1a. Development name: Decatur 1b. Development (project) number: VA 7-9
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/> Two units to install an elevator
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: 04/01/11
5. Number of units affected: 1
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 01/2011 b. Projected end date of activity: 06/2011

Demolition/Disposition Activity Description
1a. Development name: Gilpin Court 1b. Development (project) number: VA 7-1, VA 7-2, VA 7-9
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved Submitted, pending approval Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: 06/1/2011
5. Number of units affected: 781
6. Coverage of action (select one) Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 06/01/2012 b. Projected end date of activity: 06/30/2022

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Demolition/Disposition Activity Description
1a. Development name: Fay Towers 1b. Development (project) number: VA 7-9
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: 6/1/2011
5. Number of units affected: 200
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 6/1/2012 b. Projected end date of activity: 3/1/2016

Demolition/Disposition Activity Description
1a. Development name: Whitcomb Court 1b. Development (project) number: VA 7-6
2. Activity type: Demolition (Fire destroyed 6 units) Disposition
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: 6/17/10
5. Number of units affected: 6
6. Coverage of action (select one) Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 5/1/2002 b. Projected end date of activity: 8/1/2002

Demolition/Disposition Activity Description
1a. Development name: Gilpin Court (2 units) 1b. Development (project) number: VA 7-9-1 (Unit 1107 N. 1 st Street)
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/> Structure failure – identified as “uneconomical to repair” due to structural failure

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<p>3. Application status (select one) Approved <input type="checkbox"/> (disposition only) Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/></p>
<p>4. Date application approved, submitted, or planned for submission: 2/28/10</p>
<p>5. Number of units affected: 2 Units</p>
<p>6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (2 units) <input type="checkbox"/> Total development</p>
<p>7. Timeline for activity: a. Actual or projected start date of activity: 7/1/10 b. Projected end date of activity: 2/04/2011</p>

Demolition/Disposition Activity Description
<p>1a. Development name: Neighborhood Homeownership Initiatives (8th AMP) 1b. Development (project) number: VA 7-16</p>
<p>2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/></p>
<p>3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/></p>
<p>4. Date application approved, submitted, or planned for submission: 04/1/2011</p>
<p>5. Number of units affected: 110</p>
<p>6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development</p>
<p>7. Timeline for activity: a. Actual or projected start date of activity: 7/01/2011 b. Projected end date of activity: 12/31/2013</p>

Demolition/Disposition Activity Description
<p>1a. Development name: Small House/Used House – Hillside Single-Family Units (Overlook) 1b. Development (project) number: VA 7-04</p>
<p>2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/></p>
<p>3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/></p>
<p>4. Date application approved, submitted, or planned for submission: 07/1/2011</p>
<p>5. Number of units affected: 10</p>
<p>6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development</p>

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<input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 7/01/2011 b. Projected end date of activity: 12/31/2013

Demolition/Disposition Activity Description
1a. Development name: Blackwell 1b. Development (project) number: VA 07-92
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/> Two units to install an elevator
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: 10/15/10
5. Number of units affected: 0 (Former Management Building)
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: Oct 2010 b. Projected end date of activity: February 2011

Demolition/Disposition Activity Description
1a. Development name: Bainbridge 1b. Development (project) number: VA 7-18
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: 12/2011
5. Number of units affected: 18
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 9/2013 b. Projected end date of activity: 12/2015

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Applications approved to date are as follows:

1. Dove Court-Demolition/disposition – December 18, 2008
2. 2700 Idlewood Avenue-Disposition – December 16, 2008
3. NHI Duplexes – December 18, 2008
4. Whitcomb Court – June 16, 2010

Conversion of Public Housing

This section describes, with respect to RRHA-owned public housing: 1) any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert; 2) the analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion.

RRHA will consider in the upcoming year to identify units in its portfolio to be converted where the conversion to project or tenant based vouchers is economically beneficial and will increase housing opportunities. These communities include seeking additional funding authority in the voucher program to increase project based opportunities at elderly and family public housing communities.

Homeownership / Real Estate and Community Development

This section describes any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. There are four (4) such initiatives, involving sale of public housing, to be reflected in the upcoming plan year beginning 10/1/2010

Sec. 32 Applications approved to date are as follows:

1. Blackwell, Swansboro, Fulton, Citywide Homeownership- Approved 3/29/2002
2. Neighborhood Homeownership Initiative- Approved 9/25/2007
3. Greenwalk Approved November 10, 2010

5(h) Applications approved to date are as follows:

1. VA 7-30 Approved 7/26/1999

Homeownership / Housing Choice Voucher Program

The RRHA will administer the Housing Choice Voucher Homeownership Program to all of its eligible participants according to 24 CFR 982.625 through 24 CFR 982.643

Project-Based Vouchers

The RRHA will utilize up to 20% of the amount of budget authority allocated by the United States Department of Housing and Urban Development (HUD) for Project-Based Vouchers according to 24 CFR 983.1 through 24 CFR 983.354.

Under the HUD Asset Management Model, some of RRHA's developments are not financially sustainable because insufficient Annual Contract Contribution (ACC) subsidy is received from HUD to support their operations. RRHA is currently evaluating options for restructuring the properties; possibly seek to convert these properties to Project-based Section 8 communities.

RRHA plans to project-base units within the Dove Street Development Redevelopment project which will begin construction in January 2012 and be carried out over multiple phases of development and construction.

Section 8.0 and 8.1

HUD-50075: Capital Improvements Capital Fund Program Annual Statement/Performance and Evaluation Report

This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms.

The Authority continues to comply with HUD's Capital Fund obligation and spending guidelines in efforts to ensure that the aging public housing stock receive on-going repairs that will increase the quality of life for residents and stakeholders.

Additionally, RRHA has developed a hierarchy plan determining which developments to modernize or revitalize (whole or in part). These are expected to remain wholly public housing communities for the foreseeable future. RRHA has also identified developments targeted for revitalization at some time in the future based upon the availability of funding.

In the coming year, RRHA plans to add up to fifteen additional "504 Accessible" units at various public housing developments throughout its portfolio.

The Authority anticipates applying for various federal (i.e Department of Transportation) and state grants that will enhance curb appeal, improve safe routes to school and to recreational activities and promote safe neighborhood and family life.

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

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

Additionally, RRHA will complete the Performance and Evaluation Report section of the Capital Fund Program Annual Statement/Performance and Evaluation (form HUD-50075.1), at the following time as so directed by HUD regulations:

- 1. In April 2011 and will be added at the time prior to board of commissioner approval.***

2011 Capital Improvement Worksheet

CFP 2011 Summary		Per FY11 Plan	Grant %
Management Improvement	Max. = 20%	1,500,000	19%
Operations	Max. = 20%	1,200,000	15%
Administration	Max. = 10%	800,000	10%
No Max. - Hard Costs	No Maximum	4,500,000	56%
TOTAL PROPOSED REQUEST		8,000,000	100%

2011 Capital Improvement Worksheet					
SITE	PROPOSED IMPROVEMENT	EST. COST	TOTAL	REAC ITEM	STAFF REQUEST
Decatur	Boiler and Air Conditioner	\$ 25,000	\$ 25,000		X
Fairfield	Plumbing Pipes Underground	500,000			X
	HVAC Heating	100,000			X
	Drain Lines Behind Wall	140,000	740,000		X
Fay Towers	Valves	60,000			X
	Elastomeric Coating	150,000		X	
	Windows	75,000		X	X
	Painting In Selected Units	30,000			X
	Mgmt Office Upgrade	25,000	340,000		X
Fourth Ave.	Roof Top Ventilation Fan	30,000	30,000	X	X
Gilpin	Exterior Repairs	100,000		X	X
	Electrical Equipment	150,000			X
	Brick pointing (exterior)	100,000			X
	Grounds/ Playgrounds	125,000		X	X
	Calhoun Roof Replacement	65,000			X
	Dove St. Re-Development	100,000	640,000		X
Hillside	Boiler Replacement	300,000			X
	Grounds Improvement	100,000		X	X
	Shutters/Paint Building	25,000	425,000		X
Mosby	Boilers and Hot Water Tanks	540,000		X	X
	Electrical Equipment	200,000			X
	Grounds and Landscaping	100,000		X	X
	Exterior Painting	100,000	940,000		X
Old Brook	Heat/Air Units for 25	75,000			X
	Ramp and Paving	50,000	125,000		X
Whitcomb	Grounds and Landscaping	100,000		X	X
	Electrical and Equipment	275,000		X	X
	Porch Replacements/Repairs	165,000			X
	Repairs for 6 Houses	150,000			X
	Hot Water Tanks	250,000	940,000	X	
901 Building	Isolate Water Supply	15,000	15,000		X
AMP Wide	Light Installation	60,000		X	X
	Sidewalk Repairs	120,000	180,000	X	
AMP Wide A & E Services		100,000	100,000		X
GRAND TOTAL			\$ 4,500,000		

Section 9.0 - HUD-50075: Housing Needs

This Section states the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs.

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	15,038	5	4	4	3	3	5
Income >30% but <=50% of AMI	8,823	3	2	3	2	2	2
Income >50% but <80% of AMI	10,124	2	3	3	2	1	2
Elderly	5,938	4	3	2	2	1	4
Families with Disabilities	3,877	5	5	5	5	5	5
White	898	1	1	1	1	1	1
Black	6,858	5	5	5	5	5	5
Asian	968	4	4	4	4	4	4
Hispanic	1,620						
Other	408	2	2	2	2	2	2

The sources of information RRHA used to conduct this analysis are as follows:

- 2009-2013 City of Richmond Consolidated Plan
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- 2005 housing market study (Value Research Group), a Strategic Plan deliverable

Section 9.0 – HUD-50075: Housing Needs

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	680		693
Extremely low income <=30% AMI	651	95.74%	
Very low income (>30% but <=50% AMI)	25	3.68%	
Low income (>50% but <80% AMI)	4	.58%	
Families with children	–	–	
Elderly families	50	7.35%	
Families with Disabilities	15	2.21%	
White	11	1.62%	
Black	599	88.09%	
Asian	2	0.29%	
Other	68	10.00%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 7 yrs. 8 mos.			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Section 9.0 – HUD-50075: Housing Needs

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	3,679		1,319
Extremely low income <=30% AMI	3,594	17.69%	
Very low income (>30% but <=50% AMI)	79	2.15%	
Low income (>50% but <80% AMI)	6	0.16%	
Families with children	–	–	
Elderly families	221	6.01%	
Families with Disabilities	55	1.49%	
White	249	6.77%	
Black	3,360	91.33%	
Asian	10	0.27%	
Other	60	1.63%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1,732	47.08%	
2 BR	1,477	40.15%	
3 BR	412	11.20%	
4 BR	58	1.57%	
5 BR	0	0	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Section 9.1 – Strategy for Addressing Housing Needs

9.1 Strategy for Addressing Housing Needs

This section describes RRHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year.

Richmond Redevelopment and Housing Authority's (RRHA) strategy for addressing the housing needs of families in the jurisdiction and on the waiting list focuses on developing more affordable housing units and building the capacity of individuals and families. RRHA will accomplish this by increasing homeownership opportunities, creating developments for persons with special needs who can meet the essential requirements of tenancy with or without a reasonable accommodation, and providing decent and affordable rental housing to serve families as they become self-sufficient.

Along these lines, RRHA will explore a broad range of housing opportunities, through the Section 8 program and other resources that may become available through partnerships, focusing on the homeless, those needing transitional housing, and other households with special needs (e.g., HIV/AIDS, domestic violence, etc.), as identified by RRHA and/or the City of Richmond as described further below.

RRHA priorities, through its various programs and services, will provide a means for improving the quality of life and addressing needs that encourage growth and upward mobility. RRHA recognizes that achieving homeownership, securing decent and affordable housing and obtaining safe and affordable housing is contingent upon meeting many needs of individuals and families. Needs must be met to have an adequate income, to obtain training and education to acquire employment or achieve other goals, to achieve stability and well-being within the household, to have access to recreational opportunities and other areas that promote a healthy environment.

As outlined in the Consolidated Plan, the City of Richmond's priorities are:

Homeownership Opportunities – To develop and strongly support programs which will provide rehabilitation and assistance to low- and moderate-income homeowners, and which provide homeownership opportunities for all ranges of income, especially for those earning at or below 80% of the Area Median Family Income.

Decent and Affordable Rental Housing – To develop and support activities which provide decent and affordable rental housing for all income ranges, especially for low- and moderate-income residents.

Housing for Persons with Special Needs – To continue to support safe and affordable housing opportunities and necessary support services to special needs populations, including the elderly, persons with disabilities, the homeless and persons with HIV/AIDS throughout the Richmond metropolitan area.

Other priorities include: Economic Development, Public/Human Services, Public Safety, Public Facilities, and Planning (and Administration).

Section 9.1 – Strategy for Addressing Housing Needs

The RRHA Agency Plan is consistent with the Consolidated Plan of the City of Richmond as evidenced by several goals identified in the five-year plan, and strategies and proposed activities of the annual plan:

Specifically, RRHA will focus upon homeownership opportunities by developing partnerships to establish special financing mechanisms to assist low-income families to purchase homes and assist low-income homeowners with special rehabilitation financing. RRHA will implement affordable housing opportunities and develop mixed-income programs through HOPE VI partnering and self-developing, single-family homeownership, and market-rate single-family housing. A homeownership program for the Housing Choice Voucher (Section 8) participants has been developed. For qualified Family Self-Sufficiency Program participants homeownership opportunities exist to assist public housing families to transition/prepare for homeownership opportunities. Training for participants includes homeownership education and counseling, credit and budgeting, money management, basic banking, landscaping, preventive maintenance, and homebuyer's education.

Additional goals are consistent with the Consolidated Plan's priorities for decent and affordable housing. With goals that focus upon providing a variety of housing options for low-to moderate income persons, RRHA will support the city's priority through the development of non-traditional funding streams including expanding public/private partnerships to develop mixed financed rental property and distributing listings that will expand housing options to tenant-based Housing Choice Voucher (Section 8) participants. RRHA will continue to maintain public housing and the Housing Choice Voucher (Section 8) program and undertake measures to ensure access to affordable housing among families assisted by RRHA. The outlook for the development of quality, affordable rental housing is dependent on tax incentives for investors and on increased rental subsidies and programs from HUD.

The priority for housing for persons with special needs will be addressed through housing and services that are provided for the elderly and disabled who are able to live independently. However, a major goal of the Agency Plan focuses upon self-sufficiency as a priority to provide referrals to support systems such as education and training, socioeconomic, recreation and other social service needs. RRHA will carry out modifications needed in public housing based on Section 504 Needs Assessment and affirmatively market to non-profit agencies that assist families with disabilities.

The other priorities of the City are addressed through programs and Services:

Economic Development: Training for staff and residents is provided through the agency's comprehensive training and education program, RRHA Resident Services Office. In addition, the Real Estate and Community Development Department of RRHA provides support through various development and redevelopment activities in conjunction with the City and others.

Section 9.1 – Strategy for Addressing Housing Needs

Public and Human Services: RRHA provides opportunities for RRHA youth employment, referrals to various agencies for services, and recreational and other programs through the Youth Sports and Fine Arts Academy, that support the City’s strategies for youth services and family services.

Public Safety: With the focus upon safety and security, RRHA seeks to provide assistance to the efforts of the City through the deployment of RRHA Police Department staff in family and elderly properties. Through a supportive partnership with the Richmond City Police Department, RRHA staff provides assistance and information and coordinates efforts to address crime problems in the communities. RRHA Police Officers provide information and training for residents and have established a Crime Hotline for resident usage. All of these efforts support the City’s strategies for crime prevention, community policing, and addressing drug related violence.

Public Facilities: Understanding the need to provide facilities that offer space for various programs and services, RRHA maintains space for community activities in each community, including small communities, provides office space for the Tenant Council in each community, operates the Calhoun Family Investment Center in Gilpin Court with an indoor pool and facilities that are available for all residents, including space for non-resident service-providers who provide services for residents or others who can contract/lease space for other purposes.

Planning and Administration: Through a review process that includes planning with the City and other partners, RRHA seeks to plan and to better utilize funds in order to improve services and programs that will benefit residents.

RRHA supports the City’s strategies in the areas of planning, marketing, promoting cooperation, allocating resources and coordinating services.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

- Employ effective maintenance and management policies and strategies that will minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce cost and time by utilizing provisions in the ARRA Agreement to implement a force account staff to facilitate vacancy reduction
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through Section 8 replacement housing resources

Section 9.1 – Strategy for Addressing Housing Needs

- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

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

- Apply for additional Section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.

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

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

- Adopt rent policies to support and encourage work

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

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

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Section 9.1 – Strategy for Addressing Housing Needs

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

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

Strategy 1: Conduct activities to affirmatively further fair housing

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

Other Housing Needs & Strategies:

Reasons for Selecting Strategies

The factors that influenced RRHA's selection of the strategies it will pursue are:

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

Section 10.0 - HUD-50075: Additional Information

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5- Year Plan.

Progress in Meeting Mission and Goals

The RRHA Strategic Plan Steering Committee has identified two-year Strategic Priorities that are essential to:

- Ensure near term, visible evidence of our ability to deliver on the promise to be an effective catalyst for quality housing and revitalization of our communities; i.e.

Make significant progress on our real estate and community development and economic opportunities goals

- Position and enable our organization to effectively deliver on the promise; i.e.

Make significant progress on our internal efficiency and fiscal responsibility, customer service and high performance goals

Annually, these two-year priorities are reviewed and updated. The following pages provide priority status as of December 2010. Upcoming progress reporting will be on 2011-2012 Strategic Priorities.

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Section 10.0 – HUD-50075: Additional Information

Priority Project	Project Description	Goal	Original Target Date	Current Target Date	Status	Current Status Comments
GOAL 1: REVITALIZED RESIDENTIAL AND COMMERCIAL COMMUNITIES						
Stovall	Rehab 30 PH units and return residents	Complete rehab of 30 units	Apr-09	Apr-10		COMPLETED
HOPE VI Onsite	Phases II & III	Complete construction	Nov-11	Oct-12		Unit closings are completed
HOPE VI Onsite	Phase IV	Complete construction	Aug-12	Jul-13		Amendment of the Revitalization Plan scheduled to be submitted in January.
HOPE VI, Off-site (Fulton)	Phase III Off-site	Complete construction	Nov-10	Jan-12		Three (3) units are constructed in this phase and marketing/sales activity has started. One unit is now open as a sales model.
Dove Street Redevelopment Area	Demolition of 60 PH units, Redevelopment	Master Developer selection Construction start Construction complete	Nov-09 Nov-09 Nov-10	Jan-12 TBD	 	COMPLETED Working on the Phase 1 application for low-income housing tax credits Target date pending Master Developer schedule.
North Jackson Ward	Resident relo, demo of 983 PH units, redevelopment	Master plan completed	Mar-09	Mar-09		COMPLETED
		Master Developer RFQ Issued	Jan-10	Oct-10		RRHA has decided to focus its efforts on the Dove project & will hold on RFQ Issuance.
		Preliminary Project Plan Completed	Oct-09	Jun-10		COMPLETED
		Utility Phasing Analysis complete	Aug-10			COMPLETED
Jackson Place	Redevelop 5.6 acres to mixed-use/mixed-income	Construction complete	Apr-10	Apr-13		Working on Resolution for approval of a Development Agreement & Purchase Contract for part of the Jackson Place site
Idlewood	Sale of 24 PH unit property for reinvestment in PH	Sell building	Sep-09	Apr-10		COMPLETED ; Building sold 5/5/10
Neighborhood Home Ownership	Rehab/Dispo of 119 single family PH units	8 PH units sold		Sep-10		Evaluating strategic changes to the program for the disposition of NHI houses
Crime Reduction Program	Develop Public Safety program	Implement plan in developments	Jun-09	Nov-09		RHAPD was awarded 1 police officer position through the COPS Hiring Recovery Program Grant
Resident Transitional Services Plan	Develop/Implement Resident Transition Services Plan	Complete plan for Gilpin & Fay	Sep-09	Nov-10		Plan drafted.
Public Housing Modernization	Randolph	Modernize 52 PH units	Aug-10	Oct-11		Currently under construction.
	Fulton	Modernize 64 PH units	Sep-10	Jul-11		Currently under construction.
	Creighton Court	Modernize 504 PH units	Mar-12			Under construction, 1st returns/re-occupancy 11/10
	Fox Manor	Modernize/ADA Upgrade 50 PH units	Jan-11	Mar-11		Project is on schedule as of to date.
	Lombardy	ADA Upgrade to 39 PH units	Nov-10	Jan-11		Project is on schedule as of to date.
	Old Brook	Waste line	Apr-11			This work will be completed.
	Decatur	Modernize/ADA Upgrade 22 PH units/Elevator	Jan-11	Jun-11		Project is on schedule as of to date.
Grace Street	Sell Property (former goal = rehab)	Retire debt		Sep-10		Negotiating Operating Agreement with Joint Venture Partner
GOAL 2: ECONOMIC OPPORTUNITIES						
Real Estate Brokerage Business	Develop real estate brokerage business plan	Launch real estate brokerage company	Mar-09	Jun-10		Draft of business plan under review
RBEDC (501c3)	Reorganize RBEDC	Fully operational board/organization	Jun-09	Sep-09		COMPLETED
Legend:		On Schedule				
		Activity Slippage Not Impacting Completion Date				
		Activity Slippage Impacting Completion Date				
		Project on Hold				
				*		Target dates dependent on required HUD approvals and/or access to funding (e.g.: tax credits & financing)

Section 10.0 – HUD-50075: Additional Information

Priority Project	Project Description	Goal	Original Target Date	Current Target Date *	Status	Current Status Comments	
GOAL 3: EFFICIENCY AND FISCAL RESPONSIBILITY							
Asset Management Implementation	Project-based Accounting	Develop AMP-based Financial Statements		Oct-08		COMPLETED	
	Project-based Budget	Board Approval of FY09 AMP Budgets		Sep-08		COMPLETED	
	Project-based Funding	Submit LIPH Operating Subsidy Request		Mar-08		COMPLETED	
	Project-based Management	Fully Implemented		Oct-08		COMPLETED	
	Project-based Oversight & Performance Assessment	Fully Implemented		Oct-08		COMPLETED	
HCVF Business Stabilization	Stabilize Housing Choice Voucher Program (HCVF)	Achieve 95% success of family records in PIC		Feb-09		COMPLETED ; Achieved 96% as of March 09.	
		Achieve 95% utilization of vouchers		Oct-09		Budget authorization prevented 95%; 1/10 = 89%, begin issuing vouchers 8/10	
		Attain "Standard Performer" designation		Mar-10		COMPLETED ; per confirmatory review	
New Enterprise Business System	Phased-in implementation of new business system	Phase I System Implementation		Oct-09		COMPLETED	
		Phase II System Implementation		Mar-10	Feb-11		Real Estate Parcel Mgmt final testing in progress
Real Estate Development Business Plan	Complete business plan for Real Estate Develop (CR)	Creation of business plan		Dec-07	Mar-09		Look for new goal statement in 2011/2012 Priorities
Document/File Management System	Develop agency-wide system for efficiency	Define system & implementation plan		Sep-09	TBD		Re-defining goals re: Extranet, Intranet; look for new goal statement in 2011/2012 Priorities
		Complete phased-in implementation		Sep-10			Re-defining goals re: Extranet, Intranet; look for new goal statement in 2011/2012 Priorities
Policies/Procedures Documentation	Develop agency-wide internal controls, procedures, policies	Complete assessment & implementation plan		Sep-09			Narrowed scope due to other priorities; look for new goal statement in 2011/2012 Priorities
		Complete phased-in implementation		Sep-10			Narrowed scope due to other priorities; look for new goal statement in 2011/2012 Priorities
Key Functional Support Gaps - Phase II	Develop org plan for Real Estate Development unit	Implementation of organization plan		Apr-09	Sep-09		COMPLETED
GOAL 4: QUALITY CUSTOMER SERVICE							
Agency-wide Customer Service Training	Train RRHA staff in customer service best practices	100% RRHA staff trained		Sep-09	TBD		Project deferred at this time; look for new goal statement in 2011/2012 Priorities
External Customer Satisfaction Survey	Develop external customer satisfaction survey	Conduct survey		Sep-10	TBD		Project deferred at this time; look for new goal statement in 2011/2012 Priorities
Employee Climate Survey	Develop survey to gauge "state of RRHA"	Conduct survey		Sep-10	TBD		Project deferred at this time; look for new goal statement in 2011/2012 Priorities
Professional Development Program	Create professional development curriculum	Launch Staff Development Program		Sep-09	TBD		Project deferred due to budget constraints; look for new goal statement in 2011/2012 Priorities
		Launch Leadership Academy		Sep-10	TBD		Project deferred due to budget constraints; look for new goal statement in 2011/2012 Priorities
<p>Legend:</p> <ul style="list-style-type: none"> G On Schedule Y Activity Slippage Not Impacting Completion Date R Activity Slippage Impacting Completion Date H Project on Hold <p style="text-align: right; margin-top: 10px;">* Target dates dependent on required HUD approvals and/or access to funding (e.g.; tax credits & financing)</p>							

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(b) Significant Amendment and Substantial Deviation/Modification

RRHA is required to provide its definition of “significant amendment” and “substantial deviation/modification” and the basic criteria it will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan.

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require the formal approval of the Board of Commissioners.

Section 11.0 -HUD-50075: Required Submission for HUD Field Office Review

In order to be a complete package, RRHA must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Form HUD-50075.1, ***Capital Fund Program Annual Statement/Performance and Evaluation Report*** shall be submitted with the PHA Plan.

- a. Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- b. Form HUD-50070, *Certification for a Drug-Free Workplace*
- c. Form HUD-50071, *Certification of Payments to Influence Federal Transactions*
- d. Form SF-LLL, *Disclosure of Lobbying Activities*
- e. Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet*
- f. Agency-wide Richmond Tenants Association / Resident Advisory Board comments
- g. Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- h. Form HUD-50075.1, ***Capital Fund Program Annual Statement/Performance and Evaluation Report***
- i. Form HUD-50075.2, ***Capital Fund Program Five-Year Action Plan (If this is your Five-Year submission)***

<p>These documents will be provided in July 2011 in accordance with HUD-prescribed deadlines.</p>
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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.

Richmond Redevelopment and Housing Authority

VA-007

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 Elliott M. Harrigan	Title Chairman of the Board
Signature 	Date JUNE 7, 2011

**PHA Certifications of Compliance
with PHA Plans and Related
Regulations**

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

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or ~~X~~ Annual PHA Plan for the PHA fiscal year beginning October 1, 2011, 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.

Richmond Redevelopment and Housing Authority

VA-007

PHA Name

PHA Number/HA Code

 5-Year PHA Plan for Fiscal Years 20 - 20
 Annual PHA Plan for Fiscal Years 20 11 - 20 12

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

Title

Elliott M. Harrigan

Chairman of the Board

Signature

Elliott M. Harrigan

Date

JUNE 7 2011

**Certification of Payments
to Influence Federal Transactions**

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

Applicant Name

Richmond Redevelopment and Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund Program.

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

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

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

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

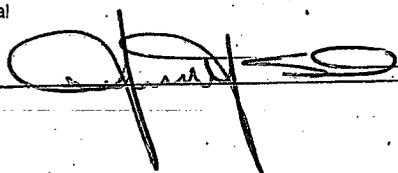
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to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

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

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

Name of Authorized Official

Anthony Scott



Title

Chief Executive Officer

Signature

Date (mm/dd/yyyy)

7/8/2010

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name
Richmond Redevelopment and Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

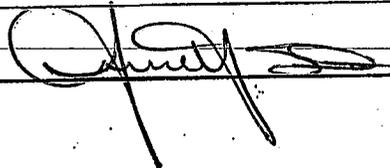
(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

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

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

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

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

Name of Authorized Official Anthony Scott	Title Chief Executive Officer
Signature 	Date 7/5/2010

**form HUD-50070: Certification for a Drug-Free Workplace
List of Work Sites Receiving Grant Funding**

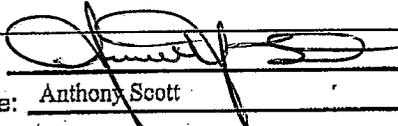
AMP No.	Development Name	Street Address	City, State	Zip Code
VA 7-1	Gilpin Court	1000 St. John St.	Richmond, Va.	23220
VA 7-2	Gilpin Court Extension	1000 St. John St.	Richmond, Va.	23220
VA 7-4	Hillside Court	1500 Harwood St.	Richmond, Va.	23224
VA 7-5	Creighton Court	2101 Creighton Rd.	Richmond, Va.	23223
VA 7-6	Whitcomb Court	2302 Carmine St.	Richmond, Va.	23223
VA 7-7	Fairfield Court	2506 Phaup St.	Richmond, Va.	23223
VA 7-8	Mosby Court	1543 Coalter St.	Richmond, Va.	23223
VA 7-9	Scattered Sites - N. of Calhoun	Scattered Sites	Richmond, Va.	Scattered
VA 7-9	Scattered Sites - Mosby	Scattered Sites	Richmond, Va.	Scattered
VA 7-9	Decatur (Elderly)	1200 Decatur St.	Richmond, Va.	23224
VA 7-9	Fay Towers (elderly)	1202 N. 1st St.	Richmond, Va.	23220
VA 7-10	Idlewood (Elderly)	2700 Idlewood Ave.	Richmond, Va.	23220
VA 7-10	Small House Program	Scattered Sites	Richmond, Va.	Scattered
VA 7-12	Dove Court	Dove Street/First Ave.	Richmond, Va.	23222
VA 7-15	Bainbridge	28th/Moody/Bainbridge	Richmond, Va.	23225
VA 7-16	Used House Program	Scattered Sites	Richmond, Va.	Scattered
VA 7-17	Overlook and Mimosa	Mimosa St./Overlook St.	Richmond, Va.	23224
VA 7-18	Stonewall (Elderly)	1920 Stonewall Ave.	Richmond, Va.	23225
VA 7-19	Lombardy (Elderly)	700 S. Lombardy	Richmond, Va.	23220
VA 7-20	Randolph	300 S. Randolph St.	Richmond, Va.	23220
VA 7-21	Fulton	1221 Denny St.	Richmond, Va.	23231
VA 7-22	Old Brook (Elderly)	3900 Old Brook Cir.	Richmond, Va.	23227
VA 7-22	4th Avenue	1611 4th Ave.	Richmond, Va.	23222
VA 7-23	Afton Avenue	Afton Ave.	Richmond, Va.	23224
VA 7-24	Stovall Place	100 W, 24th St.	Richmond, Va.	23225
VA 7-24	Fox Manor	18-A W. 27th St.	Richmond, Va.	23225
VA 7-28	Homeownership	Scattered Sites	Richmond, Va.	Scattered

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4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 4c	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: Capital Fund Program CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
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ORIGINAL

1 **RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY**

2 901 Chamberlayne Parkway

3 Richmond, Virginia 23220

4

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6

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In Re:

8

9 2011 – 2012 Annual Agency Plan

10

Public Hearing

11

12

13

Wednesday, May 4, 2011

14

5:30 p.m.

15

16

17

Calhoun Family Investment Center

18

436 Calhoun Street

19

Richmond, Virginia 23220

20

21

22

23

24

25

CRANE-SNEAD & ASSOCIATES, INC.

4914 Fitzhugh Avenue, Suite 203

Henrico, Virginia 23230

Tel. No. (804) 355-4335

1 **PRESENTATIONS:**

2

3 RRHA Efforts on Section 3

4 Maxine Cholmondeley

5 Interim CEO

6

7 HCVP Administrative Plan

8 Calandra Trotter

9 504 Coordinator & Compliance Officer

10

11 Admission/Continued Occupancy Policy

12 Carol Jones-Gilbert

13 Business Operations Officer

14

15 Capital Fund Activity

16 Darlene Giles

17 Budget Manager

18

19 Revitalization and Redevelopment

20 Eric Leabough

21 AVP Real Estate & CD

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1 May 4, 2011

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1 May 4, 2011

2
3 MS. CHOLMONDELEY: Good afternoon, its
4 5:30 so let's get started. I'd ask everyone to please turn off
5 your cell phones if you have one so that we are uninterrupted
6 the next hour and a half. That's great. My name is Maxine
7 Cholmondeley and I am the Interim CEO for the Richmond
8 Redevelopment and Housing Authority. I welcome all of you
9 and thank you for your participation in this evening's meeting.
10 This meeting marks the end of the public review period for our
11 comprehensive agency plan. I'd also like to now thank Mr.
12 Stied, our Commissioner for joining us this evening there in
13 the back. I'd like to thank also our tenant council president
14 and officers and the Richmond Tenant's Organization for their
15 participation throughout this entire process.

16 Many of you know of the rules and regulations
17 the agency follows along with the requirements that we at
18 RRHA also follow the important and guiding principals and
19 our values. Our values and guiding principals include
20 integrity, accountability, customer focus and team work.
21 Additionally, our vision states that we try to build vibrant
22 communities through dynamic partnerships. You as residents
23 are customers and stakeholders are essential partners in this
24 process. We focus on bringing improvements to our
25 community and we need your participation. We at RRHA are

1 committed to do our part in making this city and our
2 community a better place to live.

3 The comprehensive agency plan that we are
4 reviewing tonight is just one tool but it is a very important tool
5 by which this agency stakes its commitment and priority to
6 revitalize and improve the quality of life in this community.
7 Tonight staff will review the highlights of the document and
8 the remaining goals and activities as planned. I thank you for
9 your participation and I'm confident that your input and
10 support will help us accomplish our agenda for improving our
11 community.

12 My thanks especially to all of our staff who
13 have participated in this project. Those of you who are not
14 staff may not realize that this is a very long process and this
15 has taken several months to prepare the agency plan and have
16 it ready for public comment. Once it's passed and approved
17 by HUD, then that happens in the fall, then we'll start the
18 process all over again, usually in the fall before a spring roll
19 out. That would be the culmination of many, many months of
20 work so thanks to all the staff for their input and hard work in
21 getting this done.

22 The agenda for this evening is up on the board
23 behind me. I'll speak to you a little bit about the Section 3
24 activities and then we'll have somebody from our HCVP
25 Program talk to you about changes there. We will have a

1 representative speak to us about the admission of continued
2 occupancy policy for the low income public housing program.
3 We will then have an update on our capital fund activities and
4 we'll also have an update on our community revitalization and
5 redevelopment efforts. After that, we will open the microphone
6 for public comments. We ask you to remember your time is
7 limited to three minutes for public comment. We do have a
8 court stenographer here recording all the comments this
9 evening. Once we have received all of your comments, we will
10 take them all into consideration and we will review them and
11 we will consider them as we finalize our draft which will be
12 submitted to HUD for approval.

13 I will serve as your facilitator for this evening.
14 Just to give you an overview, the Comprehensive Agency Plan
15 is being presented tonight is the plan for 2011 and 2012.
16 Tonight's meeting is being held to receive comments on the
17 proposed annual plan and we will open the floor up at the end
18 of the presentations so that we can receive your comments.
19 Please hold your questions and comments until that time.

20 You may have some questions as to how we
21 put together our plan. In doing so, we have relied on several
22 things. As you know, we have a strategic plan we have
23 updated over the years so we relied on that plan because it
24 does describe our mission, goals and objectives that we want
25 to achieve for a five year period. In addition, as part of the

1 comprehensive plan is our annual agency plan provide details
2 about our current policies and programs and how we intend to
3 operate over the coming year. Our capital plan explains how
4 we plan to spend our money and gives you a little background
5 on what we've done with our money in the past year.

6 In developing the agency plan, we not only look
7 at our strategic plan but also want to align ourselves with the
8 City of Richmond's consolidated plan and the City's priorities
9 because we are part of the City and a lot of our redevelopment
10 efforts we do on behalf of the City and we work in conjunction
11 with them to revitalize the neighborhoods. We also receive
12 comments from the Representative Advisory Board and the
13 Richmond Tenant's Organization regarding our neighborhoods
14 and building structures and our capital improvement needs.

15 Now, I'll talk to you about our Section 3 efforts.
16 As many of you know, Section 3 is mandated by HUD that
17 when certain funds are expended, we encourage our
18 contractors to use some of the money that we spend on
19 projects to hire people of low income. To that end, over the
20 last several months, RRHA has taken further steps to further
21 the goals of Section 3. We work collaboratively with the City
22 because it is also a goal of the City since the City has federal
23 funds, HUD funds that it also spends. One of the significant
24 things that we did over the last several months we had two
25 sessions which were held; one was held at the Police Academy

1 and the other one was held at the public library. Those
2 Section 3 meetings were our opportunity to discuss Section 3
3 with the public. The first session we had several contractors
4 come in who heard about Section 3 and found out how they
5 meet Section 3 goals and also to help the Housing Authority
6 meeting Section 3 goals. At the second meeting we had which
7 was at the library, that meeting was primarily for residents of
8 public housing community, our voucher holders and also
9 residents of the City at large were also welcome at that
10 meeting. We took the time at that meeting to talk to people
11 about what they thought Section 3 was and we took the
12 opportunity in that meeting to explain to them what the reality
13 of Section 3 is.

14 We're also working with the City of Richmond
15 with the Workforce Development Program and as we go
16 through this process, we are seeking input from all
17 stakeholders regarding Section 3 how to make it better. We
18 continue to revise and reform ways that we roll out Section 3
19 information to our residents and our residence service
20 department is very involved in making sure our residents are
21 aware of Section 3 possibilities that may exist. This is a focus
22 for our area as we continue to develop our Section 3 Program.
23 This is really to give you an overview and point out the
24 highlights of the things that we've done over the last several
25 months.

1 At this time I will turn the mic over to
2 Calandra Trotter.

3 MS. TROTTER: Good evening everyone. My
4 name is Mrs. Trotter and I am the 504 Coordinator and
5 Compliance Officer for Richmond Redevelopment and Housing
6 Authority and I'm going to cover the Housing Choice Voucher
7 Program administrative plan update.

8 Chapter 2 of the administrative plan, this
9 chapter has been updated to include of the Violence Against
10 Women's Act that became effective November 26, 2010. This
11 Act is in place to protect persons against domestic violence
12 including stalking, dating violence and now sexual assault
13 who are participants of our public housing Section 8 project
14 based tenants based program. That chapter has been updated
15 to include final rule and information.

16 Chapter 3 has been updated and that chapter
17 is entitled eligibility and has been updated to include a table
18 that this type of criminal activity within specific timeframes
19 that will be determined when an applicant or any member of
20 the applicant household will be eligible for housing.

21 Chapter 8 of the administrative plan entitled
22 Housing Quality Standards and Rent Reasonableness
23 Determinations. This complete chapter has been revised to
24 cover physical standards as it relates to HQ housing quality
25 standards, the inspection process as well as rent

1 reasonableness determination.

2 Chapter 12 entitled Termination of Assistance
3 and Tenancy we have added sexual assault as a protected
4 class of the Violence Against Women Act as well. Also in
5 Chapter 12 termination of assistance and tenancy there's been
6 a section added that indicates that RRHA will work closely
7 with state and local agencies to assist victims, any victim of
8 domestic violence and that information is presented. We did
9 remove language from that chapter indicating that there was a
10 10 calendar day extension for victims to provide
11 documentation the RRHA occurrences that relevant to the
12 situation for the matter at hand. We removed the 10 calendar
13 days allowing RRHA to provide an extension at its discretion.

14 Chapter 17 which covers project based
15 vouchers, the complete chapter has been revised and our
16 project based vouchers are housing assistance that stays with
17 the housing unit and not the person. Thank you very much.

18 MS. JONES-GILBERT: Good evening, Carol
19 Jones-Gilbert. I'm the Business Operations Officer for
20 Richmond Redevelopment and Housing Authority. I'll be
21 covering changes made to our admission and continued
22 occupancy policy.

23 In Chapter 2 as Calandra stated earlier we've
24 updated the language in this chapter to reflect the primary
25 rule on Violence Against Women Act which went into effect

1 November 26, 2010 and published in October of 2010.

2 Chapter 4, applying for admission and we
3 added procedures for applicants to obtain a formal review
4 hearing that was not an option for an applicant.

5 Chapter 5, eligibility and screening, we added
6 language that required all adult household members age 18
7 and older of eligible parents or members of eligible parents
8 and families to attend a new tenant orientation class prior to
9 lease up. That's new information that we included in there.
10 In Chapter 5, eligibility and screening we also added language
11 that applications will not be accepted from persons on RRHA
12 barment list. If you're on the barment list, we will not accept
13 an application from you.

14 Chapter 7, we revised the occupancy
15 standards for admissions to be consistent with the occupancy
16 standards for existing households. In many instances those
17 did not conform to applicants with the same standards we list
18 for existing tenants that were transferred for unit occupancy.

19 Chapter 12, re-examinations. We added
20 language that RRHA will require a criminal background check
21 annually for all adult household members 18 years or older.
22 Once this is approved, we will start doing annual background
23 checks on all family members 18 or older at each annual
24 review.

25 In Chapter 14, transfer policy we added

1 language that requires payment of a new security deposit for
2 all transfers. Before the security deposit transfer would be
3 transferred with the unit and at this time now, you have to
4 pay a new deposit when you transfer the unit.

5 In Chapter 22, tenant grievance procedure,
6 this change was made in direct response to a request from the
7 RAB, Residents Advisory Board. We changed the policy to
8 allow tenants to request a grievance hearing conducted by
9 either a hearing officer or a panel. That's a new change and
10 we actually did a lot of review of that entire chapter.

11 Those are all the changes that were part of the
12 occupancy policy. I also wanted to talk about our tough on
13 crime initiative. On Friday, April 22nd we held our first kickoff
14 event for our Tough on Crime Initiative in the Hillside Court
15 Community. This initiative is part of our annual strategic plan
16 where we seek to establish a tough on crime initiative that
17 promotes drug free and crime free community. It should be
18 the right of all residents to the peaceful enjoyment of the
19 premises. We will adopt a zero tolerance standard for certain
20 violations of provisions within our ACOP, dwelling lease and
21 rules and regulations. These are going to be provisions that
22 deal with drug related activities, criminal activities, violent
23 activities involving guns, weapons, crimes of that nature that
24 have a negative impact on our community. The strategy that
25 we will adopt following implementing this initiative, we plan on

1 communications and we will have the first one as I said, in
2 Hillside Court on the 22nd, we have one scheduled this Friday
3 at 2:00 p.m. in Creighton Court in the Creighton Court
4 Community and I'd invite you all to come out and join us. We
5 want to communicate to our residents what are stand is going
6 to be. We plan to add communications and make sure that we
7 let everyone know what our initiative is and what the initiative
8 will entail. Enforcement, once we communicate these
9 initiatives, we will be consistent and aggressively enforcing
10 provisions for any family that is violating these provisions that
11 have a negative impact in our community. We will also
12 increase our community policing, our RRHA police and the
13 Richmond Police Department are already taking steps to
14 increase policing in our communities to meet police efforts
15 that walk through our neighborhoods so our residents will be
16 comforted by the police presence in our communities. Also
17 family and youth supportive services. We want to make sure
18 that we're not just moving to evict families but we're offering
19 supportive services to those at risk youths that may be getting
20 involved in negative activities and for people suffering from
21 addiction or things that might be causing them to have these
22 type of problems. Those are the efforts and strategies that
23 we're going to have in place to implement our tough on crime
24 initiatives. Through this initiative we want to work with our
25 residents, our RTOs, our tenant councils, our law enforcement

1 agencies, our community partners to be tough on crime and
2 stand for safer communities. I don't know if anyone saw the
3 press release and information that was done on our march
4 through Hillside Court but I do want to reiterate that we have
5 an event planned for this Friday at 2 p.m. in the Creighton
6 Court Community. We'll be taking events to all of our
7 communities both family and youth development so I would
8 encourage you to come out with us and march through the
9 community and to be tough on crime and stand for a safe
10 community. Thank you.

11 MS. GILES: Good evening, I'm Darlene Giles,
12 Budget Manager. It's an honor and a privilege for me to be
13 here this evening. I spend most of my time in the background
14 in the office working on numbers. It's a delight to be able to
15 stand here and share with you some of the projects that are a
16 result of our efforts.

17 The Capital Fund Grant is an annual
18 appropriation from HUD and it allows us to make the
19 improvements to our developments. During the proposed
20 2011 and 2012 Capital Fund Budget, we sought resident
21 feedback from our Tenant Council Association, the Resident
22 Advisory Committee, as well as our management and our
23 maintenance staff. It's also important to note that we have
24 several open grant years right now we're working with
25 including the 2008, 2009, 2010, 11, we will have the 11 plus

1 the stimulus money, all of these grants with the exception of
2 the stimulus funds, gives us the opportunity to move the
3 funds back and forth as our priorities shift. During this
4 presentation I will touch on some of the work we completed
5 this year and some of the work that is ongoing and some of the
6 work that's planned the latter part of 2011 and 2012. In the
7 past few years, we've done some work on this building, we've
8 done work on the porches at numerous locations, we've
9 upgraded our heaters, hot water system in Creighton,
10 Fairfield, Gilpin, Hillside and Whitcomb. We've done work,
11 roof replacement work; we've relocated our tenants as
12 necessary to allow for these types of repairs. We've upgraded
13 sewer and plumbing systems. Sewer and plumbing work,
14 that's an area that's not very high profiled issues but given the
15 fact that our properties are in many cases 50 years old or
16 actually over 50 years old, the plumbing and sewer systems
17 have to get attention. We've done tree work and we have
18 commissioned numerous architectural and engineering
19 studies throughout the Authority. Renovating vacant units,
20 this is something that we do on an ongoing basis as units
21 become vacant.

22 Some of the current projects that are ongoing
23 right now, renovation work is taking place in the Randolph,
24 Fulton and Creighton developments. We have again used
25 some of our stimulus funds to continue work on our basic

1 units. We have renovations going on in Decatur, South
2 Lombardy and Fox Manor. These include handicap
3 accessibility improvements. We're working on a new elevator
4 for Decatur and we're planning for some external ground
5 improvements at both Mosby and Whitcomb. One of the items
6 that you'll see happening in the next few months is work at
7 Old Brook Development to replace the wastewater line there.

8 Some of the proposed projects that we plan in
9 2011 and 2012 include exterior painting and porch repairs at
10 Mosby and Whitcomb; we're going to do some more work on
11 our plumbing, underground plumbing and pipe replacements
12 at Fairfield, electrical equipment upgrades at Gilpin, Mosby
13 and Whitcomb. We got boiler replacements that have to take
14 place at Fairfield, Hillside and Mosby. We have grounds work;
15 we got some roof fans and other repairs that have to be done,
16 Fay Tower and Fourth Avenue. Some of these projects may
17 not be very visible at your level but they are important to your
18 safety. RRHA is committed to doing the best we can with the
19 limited resources that we have.

20 If you have ever had to manage a household
21 budget, you can imagine the challenge because there's never
22 enough resources to take care of all of the needs. Of course,
23 we have the ongoing Dove Revitalization and planning
24 activities and right now we are in the planning stage so it will
25 be awhile before you'll see any actual construction but please

1 note that that work is ongoing.

2 For 2012 we plan many types of projects.
3 Again, working on a lot of the plumbing throughout the
4 Authority. We have upgrades to Fay Towers taking place. In
5 the Gilpin Community we have wiring work on the electrical
6 systems; numerous other types of things going on to improve
7 the property as best we can. In Hillside we have some boiler
8 replacement, some grounds work. These types of things are
9 ongoing and as funds become available, if we have the time
10 and resources you may see some of this work begin sooner
11 and some may not begin until this time next year. I've already
12 mentioned the waste line replacement at Old Brook. We
13 actually vacated that development but this is an example of
14 where the work is starting ahead of time. We have work that
15 will be ongoing at Whitcomb and various other things.

16 The last thing I want to mention is an
17 understanding that this is a partnership. We can't do it
18 without your support. Often times we get into a unit and we
19 start to do rehab work and we realize there's been water
20 damage. If you're in your home and you see a leak, just take
21 the time to put in a work order because many of the problems
22 you're facing right now could have been, maybe not completely
23 fixed but we could have saved some money in the long run if
24 we had caught it sooner. When you see a hot water heater
25 leaking, a leaky faucet in your home or a window leaking, or a

1 door or you see somebody defacing their property with graffiti
2 or throwing trash, all of these things we depend on you as part
3 of our community to help us make the best of the resources
4 that we have. So we challenge you to take ownership and take
5 the time to take pride in our community so that we can make
6 the best use of the few dollars that we have.

7 The staff at RRHA is committed to providing
8 the highest quality of housing possible given the limited
9 resources that we have. Thank you.

10 MR. LEABOUGH: Good evening, I'm Eric
11 Leabough and I'm the Assistant Vice President of Real Estate
12 and Community Development. I want to highlight some of the
13 redevelopment and revitalization initiatives within the plan.
14 As many of you all know, our goal as an Agency is to redevelop
15 and transform the entire housing portfolio over the next 30 to
16 40 years and we plan to employ a range of options to do so.
17 Some of those being modernization of existing public housing
18 units, it could be the introduction of new market rate and it
19 could be the conversion of existing public housing into project
20 based Section 8. I want to highlight in particular two projects
21 that we are in the midst of completing and implementing. One
22 of those is the Dove Street Redevelopment Initiative. I know
23 Darlene indicated it would be awhile before we see
24 construction but we're actually planning to begin construction
25 in January of 2012 so we will see some activity soon.

1 The Dove Project itself is actually a
2 comprehensive redevelopment initiative. It was the former
3 Dove public housing site 60 units. We actually acquired the
4 site which was about 8 acres of land and we acquired
5 additional property around that particular development for a
6 comprehensive 40 acre redevelopment initiative. We plan to
7 provide housing to a range of people with a range of income.
8 In particular, we plan to replace onsite, within the entire
9 redevelopment initiative, 60 units that will be obtainable to
10 families with a 030% AMI. So we're proud to say we're going
11 to essence replace those Dove public housing units that were
12 onsite. The total of 311 units, the majority of those units will
13 be obtainable to folks under 80 percent area medium income,
14 50 percent will be home ownership and the other 50 percent
15 will be rental. In terms of where we are today as far as
16 financing, we have submitted tax credit applications in March
17 of this year and we plan to find out how the scoring of that
18 application is on June 8th so we hope that we will be able to
19 get financing and move forward with the project. We're pretty
20 confident that we will.

21 We're also looking at the school or part of it;
22 not only residential piece and we talk about redeveloping
23 communities holistically so part of this initiative is to either
24 rebuilding or redevelopment of the school site as well.

25 Another initiative that we're excited about is

1 our Fulton Hope VI Project. We've actually completed 35 units
2 to date in our Phase I initiative. We have the second phase
3 which we're in the midst of completing. There's 26 units there
4 that will serve people with incomes between 50 percent AMI up
5 to 115 percent area medium income. We started on Phase I in
6 August of 2010 and we built about five houses to date and
7 we're continuing to move forward with completing this project.
8 That will benefit not only people that buy those homes but
9 people in the greater Fulton area and we're very proud of that.

10 Again, we're continuing with our
11 redevelopment initiatives and moving forward with those.

12 I appreciate the opportunity to have spoken
13 before you today. Thank you.

14 MS. CHOLMONDELEY: That concludes our
15 review of our comprehensive plan and at this time we'll open
16 the floor to public comments. Again, we ask you to restrict
17 your comments to about three minutes. We will have a mic
18 that will be brought to you; you can state your name, your
19 community, and/or your organization. Please speak clearly as
20 all comments are being recorded.

21 JOHN BANKS: My name is John Banks, Fay
22 Tower. What they're spending there at Fay Tower is not
23 enough. We've dealt with this water 10 times and no
24 response. We need a response and we need money spent
25 inside and I appreciate it.

1 MS. CHOLMONDELEY: Thank you. Would
2 you state your name again?

3 MR. BANKS: John Banks, Fay Tower Tenant
4 Council President.

5 MARY JOHNSON: Good afternoon, my name
6 is Mary Johnson, 1611 Fourth Avenue. I would just like to
7 say that work needs to be done inside the building because
8 1611, I mean our apartment truly needs to be painted. I'm
9 speaking for myself and I guess some other people. I've been
10 there for 8 years and it hasn't been painted since I been in
11 there. So I think that needs to be done.

12 MS. CHOLMONDELEY: Thank you.

13 MELVIN MITCHELL: Melvin Mitchell,
14 President Elect of the Advisory Council. In the Dove area
15 around there, we don't have no decent transportation like that
16 and I, something should be done about that and we have to go
17 so far and limited transportation, that's just a must, that's
18 much needed. Thank you.

19 JOHN BANKS: I'm at Fay Tower. I'd like to
20 find out the situation as far as ACOP being torn down and a
21 new facility built. Thank you.

22 MS. CHOLMONDELEY: Thank you.

23 MS. CARTER: Hi, I'm Francine Carter, 1611
24 Fourth Avenue. I been living in my house for 19 years and I
25 had a leak in my bedroom ceiling in 2009 and I had reported

1 and reported it and finally when Ms. Valerie came, I reported it
2 to her and she got it right away. Also the lady was saying if we
3 have a problem with anything that needs to be fixed, my
4 bathroom was not working right and I was reporting it and
5 maintenance people, they were coming back and forth and
6 couldn't get it right. When I reported it to Ms. Downes, she
7 had it fixed right away so thank you Ms. Downes.

8 MR. VAUGHAN: Good evening, my name is
9 Mr. Vaughan, 1611 Fourth Avenue. We have a beautiful
10 management out there, no problem with that. I heard
11 somebody mention before about budget management. Now, as
12 far as cable is concerned, there's a monopoly on the cable
13 service, Comcast and if you only have one provider in our
14 neighborhood, then you have no other choice. Comcast rates
15 are much higher than other service providers. For people to
16 be budget wise and budget whatever, it would not hurt if they
17 have at least a choice. If you have a choice, at least you'd be
18 able to do something but with Comcast, they're the Mafioso of
19 the cable companies. I wanted to say something else but I
20 forgot about it right now. I hope to remember it later.

21 MR. HOCKADAY: Good evening, I look forward
22 to working with you. My name is Mr. Hockaday and I live at
23 700 South Lombardy Street and represent the Council, as
24 President, Advisory Tenant Council. I'd like to have someone,
25 some of my constituents were saying, I'd like them to stand,

1 some of them on South Lombardy, they know they're here and
2 I'd ask them to stand and we're here to voice our opinion.
3 First of all, through the past years we have had issues at
4 South Lombardy as far as inside the building, not the outside
5 but inside. The carpets need to be replaced and we been
6 talking about this on many occasions over these years over
7 these areas that you had up here that you're going to fix. We
8 talked with, before Ms. Downing became manager over there,
9 these previous managers, nothing had been done and after the
10 heat issue also, they put in new air conditioning units, okay.
11 We put in new air conditioning units and that was fine, like
12 under the air conditioning units and like in my apartment, you
13 can walk over there and almost go through the floor because
14 there as a leak, tiles coming up on the floor and we have a lot
15 of personal issues as far as health is concerned on the inside
16 that is not being addressed. As far as revitalization on the
17 inside, we have 75 units and 39 was taken care of as far as
18 maintenance, handicapped accessible is a problem but if you
19 really look at the work that was done, the money was ill spent.
20 I say that to say this, the material is just cheap material put
21 together with staples, if you look at these areas and you look
22 at the pipes, you can't get to the pipes, you got to tear it back
23 out, the pipes are leaking. So I would appreciate it if you can
24 take that into consideration. We appreciate it very much. If
25 someone would take the time to really look at it, it would be

1 helpful. Thank you.

2 MR. VAUGHAN: I'm Mr. Vaughan. I
3 remember what I forgot before. One of the things was I had
4 recently or several times called the security force or whatever
5 it is you call them. I was informed they're not on duty; do they
6 have library hours or what? And the Comcast is the most
7 important situation. The cable company has a monopoly and
8 I'm sure we all know that. Thank you.

9 MR. BANKS: My name is John Banks, Fay
10 Tower. This is my second time about putting in these tickets
11 for something, sometimes you put in a ticket and sometimes
12 you have to do it more than three times. I got a lady that lives
13 across the hall from me and she got an apartment and it
14 needed to be sprayed. She called and called and got no
15 response. I told her to keep on calling and the third time,
16 that's when I got involved. A lot of times people call in but
17 they don't get any response. They just get ignored and I'd like
18 you to look into that.

19 MR. BARNES: Good evening, I got several
20 things; number one awhile back it was said you're accountable
21 for what you do. My question has to do with the maintenance
22 department. You have to put a ticket in and sometimes it
23 happens you write them and that's time and money. As far as
24 maintenance time you got to turn the ticket in to get
25 something done and that's number one. Question number

1 two, it doesn't say about security but you can't be responsible
2 for everybody in the building. Secondly, if management would
3 get their people in their units and find out about the problems,
4 you get a better time to schedule. It's just like the third time
5 when you contact somebody, you don't get any response. New
6 walk-ins, that's a joke. When you call, they half the time don't
7 get there and sometimes you don't get enough water and you
8 call and call. What happens is it costs the seniors more
9 money to do laundry than it did before and when you
10 complain it's like nobody knew anything about it. So my
11 question is, we have issues and you ask us about issues and
12 they don't get addressed. Secondly, what are you all going to
13 do to addresses these issues because it's very important to us?
14 We've had promises and promises since last year that they
15 were going to have some handicapped parking spaces and I
16 agree with that. I have a disability but I don't take advantage
17 of it. When you come in and ask somebody to move, there
18 aren't enough parking spaces. Why can't management really
19 come and look and take a look at this problem and make
20 certain or make a fair assessment of each building and find
21 out who is handicapped. We can all come together and solve
22 this problem. We've had promises and promises and nothing
23 is done. I know there's a process but somebody's got to work
24 together. The last thing is the re-evaluation. It seems like it's
25 a re-evaluation every year or every six months and that's a

1 waste of time and money. The government isn't going to give
2 us a raise since 2009 and we're not going to get one this year
3 or next year. We're not going to get anymore. Nobody's
4 worried about us and everything goes up and ours goes down.
5 That's very important to us but it seems like it's going to
6 penalize us because, to tell you the truth, we just seem to get
7 penalized. I think you ought to listen to us and come and look
8 at things and listen to us.

9 MS. CHOLMONDELEY: Anymore comments
10 about the plan?

11 MR. BANKS: Are you going to do anything
12 about the questions that have been raised?

13 MS. CHOLMONDELEY: Can you give us your
14 name?

15 MR. BANKS: I'm John Banks and just so I can
16 understand it, but can you give us any assurances that what's
17 going to be done will be done. I know in the past Scott was
18 here and Mr. Hill I think was here and every time we get
19 somebody new they say they're going to do something, they're
20 going to solve these problems and then they're gone and you
21 turn around and they're gone and that's the problem, same old
22 problem. Why is it when something's wrong and we've sent in
23 a notice or fill out something or they're notified and it's not
24 done? You get notification and it's real important to people,
25 they say they're going to do something and it never gets done.

1 One of the problems was washing machines and I needed a
2 better washing machine and we'll get it, no problem and that
3 was it. I mean that's, it doesn't seem realistic.

4 UNIDENTIFIED: And I have a question about
5 who is, people say their qualified and not telling the truth and
6 that's a lie. If everybody would do their job, it would be better.
7 If they do their job, people wouldn't get upset and we could get
8 these things done. I've seen it so many times where they're
9 going to come and fix something and they don't. So many
10 people are in the building and I know when there's
11 maintenance problems, we have to take our turn but all those
12 people and some don't have the gall to stand up and say I've
13 made a mistake, tell the people. That's all I'm talking about.
14 When would we get these answers?

15 MS. CHOLMONDELEY: To answer your
16 question, the purpose of the meeting today is to take
17 comments about the Agency plan. I understand several of you
18 have voiced concerns that you have and we've written them
19 down. They'll be taken under consideration and we'll answer
20 them to the best extent we can and that we're able to
21 considering all the things we have on our plate. Some things
22 take longer to address than other things. We have to do these
23 things with what we have and of course, priorities are based
24 on urgencies and funds that are available to address those
25 things. I do want to assure you that we are hearing you and

1 listening to you and we will address those things in due time.

2 MS. KENNEY: I'm Joyce Kenney and I'm from
3 Randolph and my concern is that when you started building
4 those houses up around there, right in the 1700 block of
5 Jackson Street, there's possums and rodents, something like
6 that. I'd like to know when they're going to come out and do
7 something about all that, you know, outside the houses so
8 they can't get in. I've called and I have two possums out of my
9 house. Mice has come in and I've called and they'll come out
10 and put something down and they're gone in two seconds so
11 we really need, we're afraid of that sort of thing. So we'd like
12 you to do something about that.

13 MS. CHOLMONDELEY: Thank you for your
14 comments. As I said, we're taking down these questions and
15 we plan to address those over times.

16 MR. BANKS: The gentleman said when Mr.
17 Hill was here and Mr. Scott was here and then you've here,
18 we've attended these meetings before and we come and make
19 comments and then you're saying to us we are considering
20 and every statement is we are considering or taking under
21 consideration. Taking under consideration, does that mean
22 you'll take care of it and look into it or are you going to do
23 something?

24 MS. JOHNSON: This is Mary Johnson again.
25 Those houses you are going to build in the Dove area are they

1 really going to be for low income people because it looks like
2 the new ones they started for like 700. People like me never
3 can get in them or never have a chance to move.

4 MS. GOODE: My name is Alma Goode, 1611
5 Fourth Avenue. In our building in the winter, or when the
6 winter comes, when the winter comes and any air, it comes
7 right in all around the windows and everything else and that
8 means you have to turn the heat up higher, you've got to use
9 more energy to keep your house warm. If they would come in
10 there and fix the windows, that could be stopped. I'm saying
11 all of them, not mine but everybody's.

12 MS. CHOLMONDELEY: I would encourage
13 you all to contact the maintenance department and building
14 maintenance department and address the concerns that you
15 have. The only way we can address the problems that you
16 have or that you're experiencing in your units is to continue to
17 call. That's the vehicle we use to address problems you're
18 experiencing in your units.

19 MS. ELDRIDGE: I live in Randolph area and I
20 live in a house. I've called before -

21 MS. CHOLMONDELEY: Where do you live?

22 MS. ELDRIDGE: I live in the Maymont
23 Randolph area and I live in a house and I called before
24 Thanksgiving and they said that they'd come and check the
25 house. I haven't seen anyone.

1 MS. CHOLMONDELEY: Would you state your
2 name?

3 MS. ELDRIDGE: My name is Delores Eldridge.

4 MS. CHOLMONDELEY: Do we have any other
5 comments generally or about the plan that's before us?

6 MR. VAUGHAN: All I'm going to say is that my
7 cable bill is sometimes like \$200 a month and I think we
8 should shop; I'm going to shop around and see if we can get it,
9 get a better price and I have no choice because Comcast has a
10 hold on us, \$200 a month sometimes. The bill is never the
11 same. I've heard people speak about a budget plan and so
12 forth. I think that we ought to check out these others; maybe
13 they have a monopoly here. Thank you.

14 MR. BARNES: I know you got concerns with
15 that but the dish -

16 MR. VAUGHAN: But they've got control of this
17 - 1611.

18 MR. BARNES: When you take it down, you
19 can't do that, you have to leave it, you're responsible for taking
20 it down I think. You have to leave it or lose it I think.

21 MS. CHOLMONDELEY: Are there any more
22 comments about the plan, anyone else have any comments
23 about the plan itself which is the purpose of this meeting?

24 MR. BANKS: What are you all going to do
25 about the plan?

1 MS. CHOLMONDELEY: About the plan we
2 put forward?

3 MR. BANKS: Yes.

4 MS. CHOLMONDELEY: About the plan we
5 put forward this evening, it's an annual plan we're required to
6 submit to HUD every year. We're also required to get input on
7 the plan, that's the purpose of this meeting tonight. We want
8 to receive comments and then we have to make proposals to
9 HUD on the plan. I understand there are issues you all are
10 bringing forward and we're happy to receive them but we also
11 want to know if you have any comments on the plan. If there
12 aren't any more comments about the plan, while we certainly
13 encourage your complaints and concerns about maintenance
14 issues, that's something we will address. Mr. Banks?

15 MR. BANKS: It's about the plan. A lot of the
16 residents ask me and I'm at Fay Tower. I know these plans
17 are set for some period in the future and there's some
18 rebuilding and they're going to look at 7, I think we were told
19 three stories U shape. They're asking me and I would like
20 some information to carry back to them.

21 MS. CHOLMONDELEY: Those are questions
22 we'll be happy to answer and I think a better forum for that
23 might be the RTO meeting. We have plans for revitalization in
24 different neighborhoods and they change periodically in the
25 timeframe and that moves so it's very difficult at this point to

1 give you an exact date for groundbreaking purposes. So we
2 can provide an update at our RTO meeting and we will
3 continue to update you as those plans develop. The RTO,
4 there's a meeting every two months that we hold with the
5 presidents of the resident tenant organization and we generally
6 like to provide an update on things that are happening around
7 RRHA at that time. We plan to continue to do that as we go
8 forward.

9 Now, if there are no other questions or
10 comments.

11 MR. BANKS: Can you go over or touch on how
12 long do you have before you get or anyone disbarred from
13 coming on Richmond Redevelopment property?

14 MS. CHOLMONDELEY: The timeframe varies
15 and that's also something we can discuss at the RTO meeting
16 and we're happy to do that.

17 MR. BARNES: But at the time of the RTO
18 meeting, the person that is charged never gets -

19 MS. CHOLMONDELEY: You'll have that at
20 the next RTO meeting, there will be a policy for everybody to
21 have and that will answer that. Now, if there are no other
22 comments, anymore comments or questions? All right, thank
23 you. Thank you all very much for coming in this evening.
24 This will conclude the public comment period. Thank you.

25 PROCEEDINGS CONCLUDED

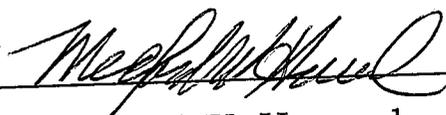
CERTIFICATE OF THE COURT REPORTER

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I, Medford W. Howard, Registered Professional Reporter and Notary Public for the State of Virginia at Large, do hereby certify that I was the court reporter who took down and transcribed the public hearing for the RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY'S 2011 - 2012 Annual Agency Plan public hearing when held on Wednesday, May 4, 2011, at 5:30 p.m. at the Calhoun Center in Richmond, Virginia.

I further certify this is a true and accurate transcript to the best of my ability to hear and understand the proceedings.

Given under my hand this 12th day of May, 2010.



Medford W. Howard

Registered Professional Reporter
Notary Public for the State of Virginia at Large
MY COMMISSION EXPIRES: October 31, 2014
CERTIFICATE NUMBER: 224566



Richmond Tenants' Organization, Inc.

214 East 13th Street
Richmond, Virginia 23225

COMMENT

BY the Richmond Tenants Organization

**TO Draft One-Year Annual Plans by the
Richmond Redevelopment and Housing Authority**

The following represents the comment by the Richmond Tenants Organization (RTO) to the draft Annual Plan of the Richmond Redevelopment and Housing Authority (RRHA).

The RTO joins the position taken by the Resident Advisory Board (RAB), which is comprised of the RTO and two Housing Choice Voucher Program representatives at meetings between the RAB and RRHA.

The RTO and RAB offer no comments regarding the draft Annual Plan of the Richmond Redevelopment and Housing Authority.

The above comment was approved on this 26th day of May, 2011, by the Richmond Tenants Organization.

Witness the signature of authorized representatives of the RTO.

Marilyn B. Olds

Annie Giles

Board of Commissioners
Elliott M. Harrigan, Chairman

Marilyn B. Olds
James A. Sties
Orlando C. Artze
Franklin P. Hall
James A. Carleton



Interim Chief Executive Officer
Maxine Cholmondeley

901 Chamberlayne Parkway
P.O. Box 26887
Richmond, VA 23261-6887
804-780-4200
TTY: Dial 7-1-1
www.rrha.com

July 8, 2011

COMMENTS BY THE RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY IN RESPONSE TO AGENCY PLAN PUBLIC HEARING HELD MAY 4, 2011

The Richmond Redevelopment and Housing Authority (RRHA) thanks all who participated in the Public Hearing of the draft 2012 Annual Plan, held May 4 2011.

In our ongoing efforts to provide quality customer service, RRHA strives to be responsive to questions and concerns presented by any and all stakeholders. This is a reflection of our core values of integrity, accountability, customer service and teamwork. We are available to provide information and will continue to work to build strong partnerships with our residents, customers, stakeholders and the community-at-large as we provide quality affordable housing and build vibrant communities.

In our interest to provide additional information and to respond to questions posed during the hearing, RRHA offers the following:

- **Process regarding the development of the Annual Plan:** Each year at the beginning of the Annual Plan update process, RRHA residents are invited to provide recommendations / comments for Capital Needs Improvements/Request in their community. We view this as an essential first step in the preparation of the Plan. RRHA provides a form for residents to provide information and recommendations. Responses may include requests regarding external, internal, and physical areas to ensure the health, safety and quality of our dwelling units and communities. RRHA also shares this comment form with tenant councils and encourages residents to become involved with their tenant councils to have requests/recommendations considered and prioritized by RRHA.

RRHA responses and information regarding comments about our 700 S. Lombardy Street location: Through the implementation of existing agency low-income public housing operational funds and existing capital funds, the following activities are underway:

- Repairs are scheduled and /or are underway to replace the hallway carpeting with tile throughout the common areas of the building.
- In full compliance with federal law, RRHA responds to all requests for reasonable accommodations submitted to RRHA Property Management. If additional assistance is needed, residents may contact their Property Manager.

- RRHA is available daily during business hours (8:30 am to 4:00pm) at 780-8700, or after business hours at 780-4100 to receive maintenance requests for service. We remind all residents to use these numbers to notify RRHA of maintenance needs within their unit or building. Residents will receive a Work Order Number which also assists in tracking their request for service.

RRHA responses and information regarding comments about our Fay Towers, 1202 N. First Street location:

- RRHA's projected plan for the revitalization of the North Jackson Ward community (which includes Fay Towers) does not anticipate moving forward with revitalization activity for another three to four years. As shared on various occasions, RRHA will continue to involve the community and tenant councils in this process.
- RRHA has responded and resolved issues related to water damage at Fay Towers. RRHA management has provided a letter for each resident which explains the outcome and next steps for work to be performed.

RRHA responses and information regarding comments about our 1611 N 4th Street location:

- Painting of units: RRHA maintenance operations and capital fund unit improvement plans include painting of vacant units.
- Need for a grocery store in the Highland Park community: Through the RRHA master planning process for the Dove Street area, which includes the Highland Park community, resident comments regarding a grocery store were received and discussed. The Dove Street revitalization plan does not include a grocery store, but the agency continues to discuss this issue with the local City Council representative and other elected officials to determine what opportunities might become available for this community. RRHA encourages residents to continue to participate in civic association meetings and other meetings held by elected officials, to share their comments and concerns.
- Security patrols of the building: RRHA provides security /police patrols for its elderly buildings, including 1611 4th Avenue. Additionally, the Richmond Police Department assists with public safety patrols and monitoring of our communities.
- Cable television services: RRHA property management staff will meet with Comcast as well as research other cable providers to consider service alternatives for residents.

RRHA responses and information regarding comments submitted from individual community members or residents regarding other topics:

- Concern regarding animals accessing vacant or occupied single-family, scattered-site buildings: RRHA routinely conducts and performs preventive maintenance. As a result, maintenance staff would identify and respond to correct any building exterior entry points to prevent access by animals. Resident citations of such entry points may be called into 780-8700.
- Question regarding affordable housing through the Dove Street Revitalization project: The Dove Street Redevelopment project will include 151 single family homes, of which 50 will be affordable to individuals and families from 50%-80% area median income (\$22,100 - \$59,150). Grants may also be available to assist purchasers with down payment and/or closing costs. The revitalization will also bring affordable rental units for low-income /public housing eligible families.

Again, we thank all those who demonstrated their interest, concern and leadership by participating in our annual plan process.

PHA P&E Statements

Capital Fund Program Grants:

1. CFP #VA36P00750107 (public housing) – Year 2007 = \$ 7,711,489
2. CFP #VA36P00750108 (public housing) – Year 2008 = \$ 7,720,404
3. CFP #VA36P00750109 (public housing) – Year 2009 = \$ 7,755,295
4. CFP #VA36P00750110 (public housing) – Year 2010 = \$7,729,817
5. CFP #VA36P00750111 (public housing) – Year 2011 = \$6,500,000

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

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number

Capital Fund Program Grant No: VA36P00750111

FFY of Grant:

2011

FFY of Grant Approval

Replacement Housing Factor Grant No:
 Date of CFFP:

Type Of Grant

Original Annual Statement
 Performance and Evaluation Report for Period:

Revised Annual Statement
 Final Performance and Evaluation Report

Reserve for Disasters/Emergencies

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20) ³	975,000			
3	1408 Management Improvements	1,235,000			
4	1410 Administration (May not exceed 10% of line 20)	650,000			
5	1411 Audit	20,000			
6	1415 Liquidated Damages				
7	1430 Fees and Costs		100,000		
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures			754,000	
11	1465.1 Dwelling Equipment-Nonexpendable			2,151,000	
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment			65,000	
14	1485 Demolition			-	
15	1492 Moving to Work Demonstration			-	
16	1495.1 Relocation Costs			50,000	
17	1499 Development Activities ⁴			500,000	
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)		6,500,000		
21	Amount of Line 20 Related to LBP Activities				
22	Amount of Line 20 Related to Section 504 Activities			120,000	
23	Amount of Line 20 Related to Security - Soft Costs			780,000	
24	Amount of Line 20 Related to Security - Hard Costs				
25	Amount of Line 20 Related to Energy Conservation Measures			243,100	
Signature of Executive Director		Signature of Public Housing Director		Date	
<i>[Signature]</i>		<i>[Signature]</i>		6-10-11	

¹ To be completed for the Performance and Evaluation Report;

² To be completed for the Performance and Evaluation Report or a Revised annual Statement;

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

⁴ RHF funds shall be included here.

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

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

Part 11: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
 Capital Fund Program Grant No: VA36P00750111
 Replacement Housing Factor Grant No:

CFFP (Yes/No): NO

Federal FFY of Grant:
 2011

Page 15 of 205

Development Number/HA-Wide Activities	General Description of Major Work Categories	Dev Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
1. VA 7-1	Operations	1406		195,000				
Gilpin	Management Improvements	1408		247,000				
	Administration	1410		130,000				
	Audit	1411		4,000				
	Gutter and Roof Repairs	1460		104,500				
	Brick Pointing & Exterior Repairs	1460		60,000				
	Electrical Equipment	1460		100,000				
	Replace Entrance Overhangs	1460		100,000				
	Landscaping, Play Area & Fencing	1450		92,000				
	Calhoun Roof Replacement	1470		65,000				
	Dove Redevelopment	1499		500,000				
	Total			1,597,500				
2. VA 7-4	Operations	1406		165,750				
Hillside	Management Improvements	1408		209,950				
	Administration	1410		110,500				
	Audit	1411		3,400				
	New Boilers & Doors	1460		200,000				
	Grounds, paving & play Areas	1450		100,000				
	Replace Damaged Doors	1460		15,000				
	Remove Broken Shutters & Paint	1460		25,000				
	Total			829,600				
3. VA 7-7	Operations	1406		107,250				
Fairfield	Management Improvements	1408		135,850				
	Administration	1410		71,500				
	Audit	1411		2,200				

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

²To 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
 Expires 4/30/2011

Part 11: Supporting Pages

PHA Name: **RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY**
 Grant Type and Number: **Capital Fund Program Grant No: VA36P00750111**
 Replacement Housing Factor Grant No: **Replacement Housing Factor Grant No:**
 CFFP (Yes/No): **No**
 Federal FFY of Grant: **2011**
 Page 15 of 205

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
3. VA 7-7	Replace Plumbing Pipes	1460		300,000				
Fairfield	Wash/Paint Exteriors	1460		48,000				
	Grounds, Play Areas & Fencing	1450		50,000				
	Repair concrete & sidewalks	1450		12,000				
	Lighting System Upgrades	1460		243,100				
	Total			969,900				
4. VA 7-8	Operations	1406		117,000				
Mosby Court	Management Improvements	1408		148,200				
	Administration	1410		78,000				
	Audit	1411		2,400				
	Retaining Wall & Grounds	1450		60,000				
	Replace Entrance Overhangs	1460		100,000				
	Boilers, Doors & Hot Water	1460		250,000				
	Electrical Equipment	1460		100,000				
	Total			855,600				
5. VA 7-6	Operations	1406		165,750				
Whitcomb	Management Improvements	1408		209,950				
	Administration	1410		110,500				
	Audit	1411		3,400				
	Grounds, Play Areas & Fencing	1450		110,000				
	Repair Porches	1450		150,000				
	Electrical Equipment	1460		190,400				
	Total			940,000				

²To be completed for the Performance and Evaluation Report.

Part 11: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
 Capital Fund Program Grant No: VA36P00750111
 Replacement Housing Factor Grant No:

CFFP (Yes/No): No

Federal FFY of Grant:
 2011

Status of Work

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
6. VA 7-5 Creighton Court	Operations	1406		126,750				
	Management Improvements	1408		160,550				
	Administration	1410		84,500				
	Audit	1411		2,600				
	Grounds, Play Areas & Fencing	1450		60,000				
	Relocation	1495.1		50,000				
	Total			484,400				
7. VA 7-9 Fay, Fourth Ave. Fulton & Old Brook	Operations	1406		97,500				
	Management Improvements	1408		123,500				
	Administration	1410		65,000				
	Audit	1411		2,000				
	Grounds, Play Areas & Fencing	1450		120,000				
	Replace Roof Fans & Ducts	1460		115,000				
	Elastomeric Coating on Walls	1460		150,000				
	Brick Pointing	1460		50,000				
	Total			723,000				
8. Agency-Wide	Fees and Costs	1430		100,000				
	Total			100,000				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

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

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

Part I: Summary
 PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number: Capital Fund Program Grant No: VA36P00750110
 Replacement Housing Factor Grant No:
 Date of CFPF:
 FFY of Grant: 2010
 FFY of Grant Approved:

Type Of Grant
 Original Annual Statement
 Performance and Evaluation Report for Period: March 31, 2011
 Reserve for Disasters/Emergencies

Revised Annual Statement (revision no:)
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20) 3	1,545,960		1,545,960	
3	1408 Management Improvements	1,545,963		126,512	106,728
4	1410 Administration (May not exceed 10% of line 20)	772,980		140,758	140,758
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition	68,000		62,909	33,071
9	1450 Site Improvement				
10	1460 Dwelling Structures	84,065		79,065	79,065
11	1465.1 Dwelling Equipment-Nonexpendable	2,836,594		2,618,868	1,088,531
12	1470 Non-dwelling Structures	102,000			
13	1475 Non-dwelling Equipment	125,000			
14	1485 Demolition	90,000			
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities 4	59,255			
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	500,000			
19	1502 Contingency (May not exceed 8% of line 20)				
20	Amount of Annual Grant (Sum of lines 2-19)	7,729,817		4,574,072	1,448,153
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				

Signature of Executive Director: *[Signature]* Date: June 10, 2011

Signature of Public Housing Director: _____ Date: _____

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

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

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

Part 11: Supporting Pages

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Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Account No.	Quantity	Total Estimated Cost	Revised ¹	Total Actual Cost	Status of Work
				Original		Funds Obligated ²	Funds Expended ²
1. VA 7-1	Replace Boiler Room Door (Phase 1)	1460		52,800			
	Ranges & Refrigerators	1465		22,500			
	Development Activities	1499		500,000			
	Computers	1475		50,000			
	Total			625,300		-	-
2. VA 7-4	Safe Neighborhood Lighting	1450		5,000		-	-
	Replace Boiler Room Door (Phase 1)	1460		41,400		-	-
	Replace Back Porches	1460		24,000		-	-
	Total			70,400		-	-
3. VA 7-5	Replace Back Porches	1460		48,000		48,000	12,400
	Replace Boiler Room Door (Phase 1)	1460		3,600		3,600	3,600
	Modernization - supplies/materials	1460		1,658,500		1,981,789	959,655
	Total			1,710,100		2,033,389	975,655
4. VA 7-6	Replace Boiler Room Door (Phase 11)	1460		39,000		-	-
	Replace Back Porches	1460		24,000		-	-
	Ranges	1465		7,500		-	-
	Refrigerators	1465		15,000		-	-
	Total			85,500		-	-
5. VA 7-7	Replace Boiler Room Door (Phase 1)	1460		14,400		-	-
	Ranges	1465		7,500		-	-
	Refrigerators	1465		15,000		-	-
	Total			36,900		-	-

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

² To be completed for the Performance and Evaluation Report.

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

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

Part 11: Supporting Pages

Page 15 of 205

PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: VA36P00750110		CFFP (Yes/No): No		Federal FY of Grant: 2010	
Replacement Housing Factor Grant No:			Replacement Housing Factor Grant No:		Status of Work			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Account No.	Quantity	Total Estimated Cost	Revised ¹	Total Actual Cost	Funds Obligated ²	Funds Expended ²
6. VA 7-8	Replace Boiler Room Door (Phase 1)	1460		Original				
	Ranges	1465		55,200		55,200	55,200	-
	Refrigerators	1465		7,500		-	-	-
	Computers	1475		15,000		-	-	-
				30,000		-	-	-
	Total			107,700		55,200	-	-
7. VA 7-9	Elastomeric coating	1460						
	Fay Towers			46,530		-	-	-
	Total			46,530		-	-	-
8. VA 7-16	Modernization	1460						
	Scattered Sites			190,314		41,675	-	-
	Ranges	1465		2,000		-	-	-
	Refrigerators	1465		7,000		-	-	-
	Demolition	1485		90,000		-	-	-
	Computers	1475		10,000		-	-	-
	Total			299,314		41,675	-	-
9. VA 7-18	Repair Elevators	1460						
	Stonewall			75,000		-	-	-
	Total			75,000		-	-	-
10. VA 7-19	Modernization Supplies/Materials	1460						
	Old Brook			30,000		-	-	-
	Waste line Replacement	1460		100,000		98,115	-	-
	Security	1460		8,250		-	-	-
	Relocation costs	1495		59,255		-	-	-
	Computers	1475		20,000		-	-	-
	Total			217,505		98,115	-	-

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

² To be completed for the Performance and Evaluation Report.

Part 11: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
Capital Fund Program Grant No: VA36P00750110
 Replacement Housing Factor Grant No:

CFPP (Yes/No): No

Federal FFY of Grant:
2010

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
11. VA 7-22	Repairs Trash Chute Doors	1460	6,000			5,160		Complete
	Paint Common Areas	1460	30,000			-		
	Ranges	1465	1,000			-		
	Refrigerators	1465	2,000			-		
	Total			39,000	-	5,160	5,160	
12. VA 7-24	Modernization Materials	1460	100,000			100,000		
	Fox Manor Computers	1475	15,000			-		
	Total			115,000	-	100,000	-	
13. VA 7-21	Modernization Materials	1460	271,520			271,520	106,076	
	Fulton							
	Total			271,520	-	271,520	106,076	
14. VA 7-20	Modernization Materials	1460	18,080			13,809	1,639	
	Randolph							
	Total			18,080	-	13,809	1,639	
15. Authority-Wide	Painting Rails & Fence Repairs	1450	79,065			79,065	79,065	Complete
	Total			79,065				
16. Operations	AMP - VA00700001	1406	310,939			310,939	-	
	AMP - VA00700004	1406	187,437			187,437	-	
	AMP - VA00700005	1406	225,560			225,560	-	
	AMP - VA00700006	1406	195,777			195,777	-	
	AMP -VA00700007	1406	177,509			177,509	-	
	AMP - VA00700008	1406	181,878			181,878	-	
	AMP - VA00700016	1406	48,845			48,845	-	
	AMP - VA007000501	1406	79,423			79,423	-	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

Part 11: Supporting Pages

PHA Name:
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
Capital Fund Program Grant No: VA36P00750110
 Replacement Housing Factor Grant No:

CFPP (Yes/No): No

Federal FFY of Grant:
2010

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
16. Cont.	AMP- VA007000502 AMP- VA007000503	1406 1406		51,625 86,968	-	51,625 86,968	-	
	Total			1,545,960	-	1,545,960	-	
17. PHA-Wide Man. Improvements	AMP - VA007000001 AMP - VA007000004 AMP - VA007000005 AMP - VA007000006 AMP - VA007000007 AMP - VA007000008 AMP - VA007000106 AMP - VA007000501 AMP - VA007000502 AMP - VA007000503	1408 1408 1408 1408 1408 1408 1408 1408 1408		310,939 187,440 225,560 195,777 177,509 181,878 48,845 79,423 51,625 86,968	-	31,595 26,509 4,110 9,025 3,930 7,681 12,000 28,844 1,534 1,283	23,928 14,392 4,110 9,025 3,930 7,681 12,001 28,844 1,534 1,283	
	Total			1,545,963	-	126,512	106,728	
18. Administration Staff Comp.	AMP - VA007000001 AMP - VA007000004 AMP - VA007000005 AMP - VA007000006 AMP - VA007000007 AMP - VA007000008 AMP - VA007000106 AMP - VA007000501 AMP - VA007000502 AMP - VA007000503	1410 1410 1410 1410 1410 1410 1410 1410 1410 1410		155,470 93,719 112,780 97,888 88,755 90,939 24,422 39,711 25,812 43,484	-	28,311 17,066 20,537 17,825 16,162 16,560 4,447 7,231 4,700 7,918	28,311 17,066 20,537 17,825 16,162 16,560 4,447 7,231 4,700 7,918	
	Total			772,980	-	140,758	140,758	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

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

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

Expires 4/30/2011
 OMB No. 2577-0226

Part I: Summary
 PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
 Capital Fund Program Grant No: VA36P00750109
 Replacement Housing Factor Grant No:
 Date of CFFP:

FFY of Grant: 2009
 FFY of Grant Approval: 2009

Type Of Grant
 Original Annual Statement
 Reserve for Disasters/Emergencies
 Performance and Evaluation Report for Period: 3/31/11
 Revised Annual Statement (revision no:)
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Revised ¹	Revised ²	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20) ³	1,551,059	1,551,059	1,551,059	1,072,000
3	1408 Management Improvements	1,551,057	1,551,059	1,266,271	974,888
4	1410 Administration (May not exceed 10% of line 20)	775,529	775,529	775,529	775,529
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition	275,000	100,034	100,034	87,547
9	1450 Site Improvement				
10	1460 Dwelling Structures	160,004	410,610	51,730	20,400
11	1465.1 Dwelling Equipment-Nonexpendable	2,158,500	2,527,643	1,440,268	1,219,603
12	1470 Non-dwelling Structures	120,000	275,000	243,019	225,216
13	1475 Non-dwelling Equipment	324,000	269,000	33,833	33,833
14	1485 Demolition		90,000	50,000	29,475
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs	340,143	3,360	-	-
17	1499 Development Activities ⁴	500,000	100,000	-	-
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)	7,755,294	7,755,294	5,511,743	4,438,491
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	951,059	951,059	951,059	746,282
24	Amount of Line 20 Related to Security - Hard Costs				
25	Amount of Line 20 Related to Energy Conservation Measures				
Signature of Executive Director:		Signature of Public Housing Director		Date	
<i>SPRINE</i>		<i>AS</i>		June 10, 2011	

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

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

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

Part 11: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
Capital Fund Program Grant No: VA36P00750109
 Replacement Housing Factor Grant No:

CFFP (Yes/No): NO

FFY of Grant:
2009

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ¹	Revised ²	Funds Obligated ²	Funds Expended ²	
1. VA 7-1	Mgmt Imp - Public Safety	1408		209,858	151,520	151,520	122,579	
	Mgmt Imp - EBS System	1408		41,972	41,972	35,087	8,745	
	Mgmt Imp - Strategic Planning	1408		41,972	52,465	52,465	52,907	
	Mgmt Imp - Resident Services	1408		41,972	31,479	869	-	
	HVAC	1460		-	75,000	20,400	20,400	
	Roof Repairs & Replacement	1460		-	131,250	17,240	17,240	
	Refrigerators	1465		157,394	22,500	-	-	
	Renovate Mgmt Office & Comm	1470		-	275,000	243,019	225,216	
	Computer Hardware	1475		31,479	42,000	-	-	
	Maintenance Vehicles	1475		-	33,000	33,000	33,833	
	LPH-Demolition-Other	1485		-	50,000	50,000	29,475	
	Total			524,647	906,186	603,600	510,394	
2. VA 7-4	Mgmt Imp - Public Safety	1408		117,501	91,337	91,337	88,742	
	Mgmt Imp - EBS System	1408		23,500	23,500	23,500	7,001	
	Mgmt Imp - Strategic Planning	1408		23,500	29,375	29,375	28,501	
	Mgmt Imp - Resident Services	1408		23,500	17,625	-	-	
	Site Imp - Curb Appeal	1450		-	70,000	-	-	
	Comprehensive Modernization	1460		-	106,250	106,250	5,700	
	Windows	1460		88,125	30,000	-	-	
	Computer Hardware	1475		17,625	23,500	-	-	
	Total			293,751	391,587	250,462	129,944	
3. VA 7-5	Mgmt Imp - Public Safety	1408		141,400	109,915	109,915	83,835	
	Mgmt Imp - EBS System	1408		28,280	28,280	28,280	8,425	
	Mgmt Imp - Strategic Planning	1408		28,280	35,350	35,350	34,411	
	Mgmt Imp - Resident Services	1408		28,280	21,210	-	-	
	Site Imp - Curb Appeal	1450		-	100,000	31,330	-	
	Security	1460		-	254,832	114,858	114,858	

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

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
 Expires 4/30/2011

Part 11: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
 Capital Fund Program Grant No: VA36P00750109
 Replacement Housing Factor Grant No:

CFPP (Yes/No): No

FFY of Grant:
 2009

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Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ¹	Revised ²	Funds Obligated ²	Funds Expended ²	
	Nonroutine Vacancy prep	1460		106,049	76,081	46,800	42,100	
	Materials	1460		-	633,500	633,500	646,775	
	Computer Hardware	1475		21,210	28,280	-	-	
	Maintenance Vehicles	1475		-	18,000	-	-	
	Total			353,499	1,305,448	1,000,033	930,404	
4. VA 7-6	Mgmt Imp - Public Safety	1408		122,728	95,401	95,401	89,538	
Whitcomb	Mgmt Imp - EBS System	1408		24,546	24,546	24,546	3,409	
	Mgmt Imp - Strategic Planning	1408		24,546	30,682	30,682	30,193	
	Mgmt Imp - Resident Services	1408		24,546	18,409	-	-	
	Site Imp - Curb Appeal	1450		-	75,000	-	-	
	Foundation Stabilization	1460		-	91,158	46,500	41,700	
	Refrigerators	1465		-	22,500	-	-	
	Computer Hardware	1475		18,409	24,540	-	-	
	Total			214,775	382,236	197,129	164,840	
5. VA 7-7	Mgmt Imp - Public Safety	1408		111,277	86,500	86,500	69,789	
Fairfield	Mgmt Imp - EBS System	1408		22,255	22,255	18,843	4,051	
	Mgmt Imp - Strategic Planning	1408		22,255	27,819	27,819	29,530	
	Mgmt Imp - Resident Services	1408		22,255	16,692	-	-	
	Site Imp - Curb Appeal	1450		-	70,000	-	-	
	Nonroutine Vacancy prep	1460		83,458	152,350	45,000	24,300	
	Roof Repairs & Replacement	1460		-	36,000	-	-	
	Refrigerators	1465		-	22,500	-	-	
	Computer Hardware	1475		16,692	22,260	-	-	
	Total			278,192	456,376	178,162	127,669	

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

²To be completed for the Performance and Evaluation Report.

Part 11: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
 Capital Fund Program Grant No: VA36P00750109
 Replacement Housing Factor Grant No:

CFPP (Yes/No): No

FFY of Grant:
 2009

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ¹	Revised ²	Funds Obligated ²	Funds Expended ²	
5. VA 7-8	Mgmt Imp - Public Safety	1408		114,015	88,628	88,628	71,512	
Mosby	Mgmt Imp - EBS System	1408		22,803	22,803	22,803	6,793	
	Mgmt Imp - Strategic Planning	1408		22,803	28,504	28,504	31,137	
	Mgmt Imp - Resident Services	1408		22,803	17,102	-	-	
	Site Imp - Curb Appeal	1450		-	70,000	-	-	
	Roof Repairs & Replacement	1460		-	264,638	40,000	20,400	
	Nonroutine Vacancy prep	1460		85,512	25,000	-	-	
	Refrigerators	1465		-	22,500	-	-	
	Computer Hardware	1475		17,102	22,800	-	-	
	Total			285,038	561,975	179,935	129,842	
7. VA 7-9	Mgmt Imp - Public Safety	1408		49,788	236,420	236,420	189,431	
1202 N 1st St	Mgmt Imp - EBS System	1408		9,958	9,958	9,958	2,967	
	Mgmt Imp - Strategic Planning	1408		9,958	12,447	8,808	1,001	
	Mgmt Imp - Resident Services	1408		9,958	7,468	-	-	
	Roof Repairs & Replacement	1460		-	183,000	64,850	59,927	
	Computer Hardware	1475		7,468	9,960	-	-	
	Maintenance Vehicles	1475		-	18,000	-	-	
	Total			87,130	477,253	320,036	253,326	

¹To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
²To 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
 Expires 4/30/2011

Part 11: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
 Capital Fund Program Grant No: VA36P00750109
 Replacement Housing Factor Grant No:

CFFP (Yes/No): No

FFY of Grant:
 2009

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Development Number/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ¹	Revised ²	Funds Obligated ²	Funds Expended ²	
9) VA 7-16	Mgmt Imp - Public Safety	1408		40,578	23,802	23,802	4,724	
Scattered Sites	Mgmt Imp - EBS System	1408		8,116	8,116	5,647	-	
	Mgmt Imp - Strategic Planning	1408		8,116	10,144	-	-	
	Mgmt Imp - Resident Services	1408		8,116	6,087	-	-	
	Windows	1460		-	15,000	15,000	15,000	
	Refrigerators	1465		-	9,000	-	-	
	Computer Hardware	1475		6,087	8,120	-	-	
	Total			71,013	80,269	44,449	19,724	
10) VA 7-18	Mgmt Imp - Public Safety	1408		60,493	42,379	42,379	17,243	
Stonewall	Mgmt Imp - EBS System	1408		12,098	12,098	8,418	6,494	
	Mgmt Imp - Strategic Planning	1408		12,098	15,122	-	-	
	Mgmt Imp - Resident Services	1408		12,098	9,073	-	-	
	Site Imp - Curb Appeal	1450		-	25,610	21,653	-	
	Foundation Stabilization	1460		45,370	32,000	13,520	13,520	
	Computer Hardware	1475		9,074	12,100	-	-	
	Total			151,231	148,382	85,970	37,257	
11) VA 7-19	Roofing	1470		-	96,010	96,010	95,139	
Lombardy	Total			-	96,010	96,010	95,139	
12) VA 7-21	Roof Replacements	1460		-	214,500	214,500	144,083	
Fulton	Total			-	214,500	214,500	144,083	

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

Form HUD-50075.1 (4/2008)

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

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

Part 11: Supporting Pages

PHA Name: **RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY**
 Grant Type and Number: **Capital Fund Program Grant No: VA36P00750109**
 Replacement Housing Factor Grant No:
 CFFP (Yes/No): **NO**
 FFY of Grant: **2009**

Development Number/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ¹	Revised ²	Funds Obligated ²	Funds Expended ²	
13. VA 7-22	Mgmt Imp - Public Safety	1408		32,362	25,157	25,157	8,267	
4th Ave	Mgmt Imp - EBS System	1408		6,472	6,472	4,503	2,125	
	Mgmt Imp - Strategic Planning	1408		6,472	8,091	-	-	
	Mgmt Imp - Resident Services	1408		6,472	4,854	-	-	
	Nonroutine Vacancy prep	1460		24,272	28,824	-	-	
	Refrigerators	1465		-	3,000	-	-	
	Computer Hardware	1475		4,854	6,440	-	-	
	Total			80,904	82,838	29,660	10,392	
14. VA 7-23	Roofing	1460		-	82,250	82,250	74,000	
Afton Ave	Total			-	82,250	82,250	74,000	
15. PHA-Wide	Operations	1406		1,600,000	1,551,059	1,551,059	1,072,000	
16. PHA-Wide	Funding for PHA Staff Admin	1410		800,000	775,529	775,529	775,529	
17. PHA-Wide	A & E Services	1430		100,000	100,034	100,034	87,547	
	Fees & Costs							
18. PHA-Wide	Relocation	1495		-	3,360	-	-	
	Relocation							
19. PHA-Wide	Development Activities	1499		500,000	100,000	-	-	
	Dev Activities							
20. PHA-Wide	Collateralization	1501		2,500,000	-	-	-	
	Debt Service							

¹To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
²To be completed for the Performance and Evaluation Report.
 Form HUD-50075.1 (4/2008)

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 4/30/2018

Part I: Summary

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number

Capital Fund Program Grant No: VA36P00750108

Replacement Housing Factor Grant No:

FFY of Grant: 2008
 FFY of Grant Approval: 2008

Type Of Grant

Original Annual Statement

Reserve for Disasters/Emergencies

Revised Annual Statement (revision no. :)

Performance and Evaluation Report for Period: 3/31/11

Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Revised ¹	Revised ²	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20) ³	1,540,000	1,540,000	1,540,000	1,540,000
3	1408 Management Improvements	1,188,114	1,245,620	1,245,620	1,175,507
4	1410 Administration (May not exceed 10% of line 20)	772,000	772,000	772,000	772,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	156,379	228,524	137,095	120,392
8	1440 Site Acquisition				
9	1450 Site Improvement	365,179	604,624	352,467	352,467
10	1460 Dwelling Structures	3,050,160	2,924,567	2,800,284	2,630,149
11	1465.1 Dwelling Equipment-Nonexpendable	12,500	10,161	10,161	-
12	1470 Non-dwelling Structures	129,580	132,221	129,540	129,361
13	1475 Non-dwelling Equipment	30,000	116,413	8,059	-
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs	476,492	146,274	146,274	146,212
17	1499 Development Activities ⁴				
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)	7,720,404	7,720,404	7,141,500	6,866,087
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				
Signature of Executive Director		Date		Signature of Public Housing Director	
<i>[Signature]</i>		6/22/11		<i>[Signature]</i>	

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

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

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

Part 11: Supporting Pages

PHA Name: **RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY**
 Grant Type and Number: **Capital Fund Program Grant No: VA36P00750108**
 Replacement Housing Factor Grant No: **Replacement Housing Factor Grant No:**
 CFFP (Yes/No): **NO**
 FFY of Grant: **2008**

Development Number/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ¹	Revised ²	Funds Obligated ²	Funds Expended ²	
1. VA 7-1	Site Imp - Sidewalk/Concrete	1450		40,336	74,601	40,336	40,336	
	Vacancy Reduction	1460		279,989	287,339	279,989	279,989	
	Renovations	1470		-	2,680	-	-	
	Computer Equipment	1475		30,000	30,000	8,059	-	
	Total			350,326	394,620	328,385	320,326	
2. VA 7-4	Site Imp - Sidewalk/Concrete	1450		22,506	33,866	22,506	22,506	
	Heating Systems	1460		212,839	217,864	212,839	212,839	
	Mgmt Office - Roof Repairs	1470		106,655	106,655	106,655	106,655	Complete
	Vacancy Reduction	1460		136,203	136,203	136,203	136,203	
	Computer Equipment	1475		-	15,776	-	-	
	Total			478,203	510,364	478,203	478,203	
3. VA 7-5	Site Imp - Sidewalk/Concrete	1450		23,623	88,233	23,623	23,623	
	Locks (Modernization)	1460		15,000	15,000	15,000	7,958	
	Regular Windows	1460		3,720	3,646	3,646	3,646	
	Asbestos Removal	1460		72,996	31,360	-	-	
	Kitchen/Bath Renovations	1460		141,034	141,034	141,034	30,820	
	HVAC Boilers	1460		81,502	81,502	80,172	75,143	
	Pest Control	1460		23,688	23,688	23,688	9,204	
	Roofing	1470		5,795	5,795	5,795	5,795	
	Relocation	1495		209,877	85,828	85,828	85,828	
	Vacancy Reduction	1460		81,442	81,442	81,442	81,442	
	Total			658,676	557,528	460,227	323,458	
4. VA 7-6	Site Imp - Sidewalk/Concrete	1450		29,476	29,476	29,476	29,476	Complete
	Vacancy Reduction	1460		88,901	88,901	88,901	88,901	Complete
	Regular Windows	1460		4,680	4,680	4,586	4,586	Complete
	Roofing	1470		1,990	1,951	1,950	1,950	Complete
	Computer Equipment	1475		-	18,323	-	-	
	Total			125,047	143,331	124,914	124,914	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

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

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

Part 11: Supporting Pages

PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
 Capital Fund Program Grant No: VA36P00750108
 Replacement Housing Factor Grant No:

CFFP (Yes/No): No

FFY of Grant: 2008

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ¹	Revised ²	Funds Obligated ²	Funds Expended ²	
5. VA 7-7	Site Imp - Sidewalk/Concrete	1450		29,400	29,400	29,400	29,400	Complete
Fairfield	Paint Exterior Walls	1460		-	6,000	6,000	6,000	Complete
	Vacancy Reduction	1460		95,608	95,608	95,608	95,608	Complete
	Roofing	1470		6,200	6,200	6,200	6,200	Complete
	Computer Equipment	1475		-	14,686	-	-	Complete
	Total			131,208	151,894	137,208	137,208	
6. VA 7-8	Site Imp - Sidewalk/Concrete	1450		38,154	38,154	38,154	38,154	Complete
Mosby	Fire Unit Repairs	1460		-	79,205	-	-	
	Mgmt Office - Renovation	1470		8,940	8,940	8,940	8,761	
	Vacancy Reduction	1460		168,302	168,302	168,302	167,771	
	Computer Equipment	1475		-	13,235	-	-	
	Total			215,396	307,836	215,396	214,686	
7. VA 7-9	Exterior/Interior Upgrades	1460		-	3,200	-	-	
Decatur	Vacancy Reduction	1460		10,083	10,083	10,083	10,083	
	Computer Equipment	1475		-	8,113	-	-	
	Total			10,083	18,196	10,083	10,083	
8. VA 7-17	Bathroom Repairs	1460		13,665	13,665	13,665	13,665	Complete
Overlook	Vacancy Reduction	1460		15,617	15,617	15,617	15,617	Complete
	Total			29,282	29,282	29,282	29,282	
9. VA 7-18	Site Imp - Sidewalk/Concrete	1450		3,000	3,200	3,000	3,000	Complete
Stonewall	Repair Showers	1460		25,000	25,000	25,000	25,000	Complete
	Vacancy Reduction	1460		10,592	10,592	10,592	10,592	Complete
	HVAC	1460		53,832	53,832	53,832	53,832	Complete
	Total			92,424	92,424	92,424	92,424	Complete
10. VA 7-19	Site Imp - Sidewalk/Concrete	1450		3,864	3,864	3,864	3,864	Complete
Old Brook	HVAC	1460		172,160	172,160	172,160	171,127	Complete
	Vacancy Reduction	1460		8,060	8,060	8,060	5,889	Complete
	Total			184,084	369,332	184,084	180,880	

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

² To be completed for the Performance and Evaluation Report.

Part 11: Supporting Pages

PHA Name: **RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY**
 Grant Type and Number: **Capital Fund Program Grant No: VA36P00750108**
 Replacement Housing Factor Grant No:
 CFFP (Yes/No): **NO**
 FFY of Grant: **2008**

Development Number/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised 1	Revised 2	Funds Obligated 2	Funds Expended 2	
VA 7-19	Site Imp - Paint Fences/Rails	1450	-	6,500	6,500	6,500	Complete	
S. Lombardy	Vacancy Reduction	1460	-	4,030	4,030	4,030	Complete	
	Total		-	10,530	10,530	10,530		
11. VA 7-20	Security	1460	-	3,845	3,845	3,845	Complete	
Randolph	Pest Control	1460	-	825	825	825	Complete	
	Relocation	1495	-	65,300	65,300	40,662	Complete	
	Total		-	69,970	69,970	45,332		
12. VA 7-21	Kitchen/Bath Renovations	1460	143,950	143,950	143,950	143,950		
Fulton	Paint Exterior Walls	1460	-	1,050	1,050	1,050		
	Exterior Siding	1460	41,000	41,000	41,000	39,670		
	Security	1460	-	-	-	-		
	Pest Control	1460	8,608	8,608	8,608	8,608		
	Vacancy Reduction	1460	1,390	1,390	1,390	1,390		
	Relocation	1495	68,600	68,600	68,600	7,898		
	Total		263,548	264,598	264,598	202,566		
13. VA 7-22	Repair Security Systems	1460	29,275	29,275	29,275	29,275	Complete	
Fourth Ave	Vacancy Reduction	1460	13,904	13,904	13,904	13,904	Complete	
	Total		43,179	43,179	43,179	43,179		
14. VA 7-24	Site Imp - Sidewalk/Concrete	1450	3,000	3,000	3,000	3,000	Complete	
Fox Manor	Kitchen/Bath Renovations	1460	84,974	84,974	84,974	84,974	Complete	
	Materials	1460	78,349	78,349	78,349	50,048		
	Security	1460	-	-	-	-		
	Exterior/Interior Upgrade	1460	-	1,050	-	-		
	Pest Control	1460	-	-	-	-		
	Ranges	1465	12,500	10,161	10,161	-		
	Relocation	1495	132,715	44,974	44,974	14,923		
	Total		311,538	222,508	221,458	152,945		

1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
 2 To be completed for the Performance and Evaluation Report.
 Form HUD-50075.1 (4/2008)
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Part 11: Supporting Pages

PHA Name: **RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY**
 Grant Type and Number: **Capital Fund Program Grant No: VA36P00750108**
 Replacement Housing Factor Grant No:
 CFFP (Yes/No): **No**
 FFY of Grant: **2008**

Development Number/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ¹	Revised ²	Funds Obligated ²	Funds Expended ²	
15. VA 7-24	Total Rehab-Additional Funding	1460	740,411	740,411	740,411	740,411		
Stovall Place	Upgrade Playground & Ground	1450	122,149	159,107	159,107	159,107		
	Total		862,560	899,518	899,518	899,518		
16. PHA-Wide	Roof Repair - 1812 Brook Road	1470	-	-	-	-		
	Calhoun Ctr Renovation	1470	-	-	-	-		
	Hospital St Bldg Renovation	1470	-	-	-	-		
	Total		-	-	-	-		
17. PHA-Wide	Operations (PHA Wide)	1406	-	-	-	-		
Operations	AMP - VA007000001	1406	306,589	306,589	306,589	306,589		
	AMP - VA007000004	1406	184,816	184,816	184,816	184,816		
	AMP - VA007000005	1406	222,405	222,405	222,405	222,405		
	AMP - VA007000006	1406	193,038	193,038	193,038	193,038		
	AMP - VA007000007	1406	175,027	175,027	175,027	175,027		
	AMP - VA007000008	1406	179,334	179,334	179,334	179,334		
	AMP - VA007000016	1406	63,825	63,825	63,825	63,825		
	AMP - VA007000501	1406	78,312	78,312	78,312	78,312		
	AMP - VA007000502	1406	95,540	95,540	95,540	95,540		
	AMP - VA007000503	1406	41,114	41,114	41,114	41,114		
	Total		1,540,000	1,540,000	1,540,000	1,540,000		
18. Fees & Costs	A & E Services:	1430						
	AMP - VA007000001	1430	137,095	228,524	137,095	120,392		
	Total		137,095	228,524	137,095	120,392		

¹To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
²To be completed for the Performance and Evaluation Report.

Part 11: Supporting Pages

PHA Name: **RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY**
 Grant Type and Number: **Capital Fund Program Grant No: VA36P00750108**
 Replacement Housing Factor Grant No:
 CFFP (Yes/No): **No**
 FFY of Grant: **2008**

Development Number/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ¹	Revised ²	Funds Obligated ²	Funds Expended ²	
19. Mgmt Imp	Mgmt Improvements (PHA wide)	1408		104,325	-	104,325	52,742	
	AMP - VA007000001	1408		271,948	271,948	271,948	215,879	
	AMP - VA007000004	1408		90,415	140,913	90,415	90,297	
	AMP - VA007000005	1408		113,442	113,442	113,442	113,442	
	AMP - VA007000006	1408		94,160	94,160	94,160	93,448	
	AMP - VA007000007	1408		86,748	90,064	86,748	86,748	
	AMP - VA007000008	1408		94,606	94,606	94,606	94,606	
	AMP - VA007000016	1408		28,370	58,747	28,370	26,569	
	AMP - VA007000501	1408		246,926	246,926	246,926	219,845	
	AMP - VA007000502	1408		96,747	46,328	96,747	96,747	
AMP - VA007000503	1408		85,184	88,484	85,184	85,184		
Total			1,312,872	1,245,618	1,312,872	1,175,507		
20. Admin	Funding for PHA Staff (PHA Wide)	1410		-	-	-	-	
	AMP - VA007000001	1410		162,011	162,011	162,011	162,011	
	AMP - VA007000004	1410		90,710	90,710	90,710	90,710	
	AMP - VA007000005	1410		109,161	109,161	109,161	109,161	
	AMP - VA007000006	1410		94,746	94,746	94,746	94,746	
	AMP - VA007000007	1410		85,906	85,906	85,906	85,906	
	AMP - VA007000008	1410		88,020	88,020	88,020	88,020	
	AMP - VA007000016	1410		31,325	31,325	31,325	31,325	
	AMP - VA007000501	1410		38,436	38,436	38,436	38,436	
	AMP - VA007000502	1410		24,984	24,984	24,984	24,984	
AMP - VA007000503	1410		46,701	46,701	46,701	46,701		
Total			772,000	772,000	772,000	772,000		
21. Vacancy Reductions	AMP - VA007000501	1460		12,285	12,285	12,285	12,285	
	Total			12,285	12,285	12,285	12,285	

¹To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
²To 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

Part I: Summary

PHA Name: **RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY**

Grant Type and Number: **Capital Fund Program Grant No: VA36P00750107**

Replacement Housing Factor Grant No: _____

Date of CFFP: _____

FFY of Grant: **2007**

FFY of Grant Approval: **2007**

Type Of Grant

Original Annual Statement

Reserve for Disasters/Emergencies

Performance and Evaluation Report for Period: **3/31/11**

Revised Annual Statement (revision no:)

Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Revised ²	Revised ³	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20) ³	1,334,000.00		1,334,000.00	1,334,000.00
3	1408 Management Improvements	1,235,406.26		1,235,406.26	1,235,354.03
4	1410 Administration (May not exceed 10% of line 20)	771,148.90		771,148.90	692,248.22
5	1411 Audit	2,283.33		2,283.33	2,283.33
6	1415 Liquidated Damages				
7	1430 Fees and Costs	140,416.64		140,416.64	140,416.64
8	1440 Site Acquisition				
9	1450 Site Improvement	6,643.00		6,643.00	6,643.00
10	1460 Dwelling Structures	2,584,799.70		2,584,799.70	2,584,799.70
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Non-dwelling Structures	445,521.10		445,521.10	255,163.50
13	1475 Non-dwelling Equipment	1,166,270.07		1,013,569.57	990,734.89
14	1485 Demolition	25,000.00		25,000.00	25,000.00
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	1500 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)	7,711,489.00		7,558,788.50	7,266,643.31
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	855,419.75		855,419.75	855,419.75
25	Amount of Line 20 Related to Energy Conservation Measures				

Signature of Executive Director: *Marlene Ch. Irons*

Signature of Public Housing Director: _____

Date: *June 10, 2011*

Date: _____

¹ To be completed for the Performance and Evaluation Report.

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

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations. Page 1 of 3

⁴ RHF funds shall be included here.

Part 11: Supporting Pages

PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: VA36P00750107				FFY of Grant: 2007	
Replacement Housing Factor Grant No:		CFFP (Yes/No):		NO		Status of Work	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost	
				Revised ²	Revised ³	Funds Obligated ²	Funds Expended ²
1. VA 7-6 Whitcomb Ct	Domestic Hot Water Tank Replace Roofs Total	1460 1460		339,092.80 246,890.00 585,982.80		339,092.80 246,890.00 585,982.80	Completed Completed
2. VA 7-7 Fairfield Court	Replace Roofs HVAC-Boilers Total	1460 1460		462,079.00 225,164.54 687,243.54		462,079.00 225,164.54 687,243.54	Completed Completed
3. VA 7-8 Mosby Court	Site Improvement Total	1450		6,643.00 6,643.00		6,643.00 6,643.00	Completed
4. VA 7-9 North Scattered/ 1202 N. 1st St.	Replace Roofs Siding Total	1460 1460		125,259.00 101,338.39 226,597.39		125,259.00 101,338.39 226,597.39	Completed
5. VA 7-20 Randolph Family	Metal Doors Total	1460		25,147.40 25,147.40		25,147.40 25,147.40	Completed
6. VA 7-24 Stovall Place	Stovall Rehab Total	1460		170,942.97 170,942.97		170,942.97 170,942.97	Completed
Page 174 of 206							

Part 11: Supporting Pages

PHA Name: **RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY**

Grant Type and Number
Capital Fund Program Grant No: VA36P00750107
 Replacement Housing Factor Grant No:

FFY of Grant: **2007**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ²	Revised ³	Funds Obligated ²	Funds Expended ²	
3. PHA-Wide	Nonroutine Vacancy prep.	1460		888,885.60		888,885.60	888,885.60	Completed
	Renovations	1470		284,816.10		284,816.10	94,458.50	
	Roofing	1470		160,705.00		160,705.00	160,705.00	
	Maint Vehicles/Equipments	1475		80,449.44		80,449.44	76,732.63	
	Computer Hardware - EBS Proj	1475		1,085,820.63		933,120.13	914,002.26	
	LIPH - Demolition Other	1485		25,000.00		25,000.00	25,000.00	
	Total			2,525,676.77		2,372,976.27	2,159,783.99	
9. Operations	Operations	1406		1,334,000.00		1,334,000.00	1,334,000.00	Completed
10. Management Improvements	Total			1,334,000.00		1,334,000.00	1,334,000.00	
PHA Wide	Community Safe Neighbor-							
	hood Crime Prevention	1408		855,419.75		855,419.75	855,419.75	Completed
	Resident Training	1408		76,565.48		76,565.48	76,565.48	Completed
	PC Upgrade	1408		94,781.38		94,781.38	94,729.15	
	Management Assessment	1408		208,639.65		208,639.65	208,639.65	Completed
	Total			1,235,406.26		1,235,406.26	1,235,354.03	
11. Admin	Administration	1410		388,350.68		388,350.68	309,450.00	
PHA Wide	Non-Technical Salaries	1410		85,453.00		85,453.00	85,453.00	Completed
	Technical Salaries	1410		122,522.00		122,522.00	122,522.00	Completed
	Employee Benefits Contribution	1410		174,823.22		174,823.22	174,823.22	Completed
	Audit Costs	1411		2,283.33		2,283.33	2,283.33	Completed
	Total			773,432.23		773,432.23	694,531.55	
12. Fees & Costs	A & E Services	1430		140,416.64		140,416.64	140,416.64	Completed
PHA Wide	Total			140,416.64		140,416.64	140,416.64	

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

² To be completed for the Performance and Evaluation Report.

PHA P&E Statements

Capital Fund Program / Stimulus & Competitive Grants:

1. CFP #VA36S00750109 (**stimulus grant**) – Year 2009 = \$10,764,797
2. CFP #VA00700050309E (**competitive grant**) – Year 2009 = \$706,020

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

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

Part I: Summary

PHA Name: **RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY**

Grant Type and Number
 Capital Fund Program Grant No: **VA36S00750109**

Replacement Housing Factor Grant No:
 Date of CFFP: No

FFY of Grant: **2009**

FFY of Grant Approval:
 2009

Type Of Grant

Original Annual Statement

Reserve for Disasters/Emergencies

Performance and Evaluation Report for Period: **3/31/11**

Revised Annual Statement

Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Revision ³	Revised ⁴	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20) ³				
3	1408 Management Improvements				
4	1410 Administration (May not exceed 10% of line 20)	1,076,480	1,076,480	1,076,480	494,723
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	481,286	481,286	481,286	443,165
8	1440 Site Acquisition				
9	1450 Site Improvement	263,320	263,300	263,300	241,039
10	1460 Dwelling Structures	7,632,234	7,838,678	7,838,678	5,549,601
11	1465.1 Dwelling Equipment-Nonexpendable	247,380	247,380	247,380	241,039
12	1470 Non-dwelling Structures	378,813	377,109	377,109	377,109
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs	685,284	480,564	480,564	201,069
17	1499 Development Activities ⁴				
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)	10,764,797	10,764,797	10,764,797	7,547,745
21	Amount of Line 20 Related to LBP Activities	457,531	168,434	168,434	168,434
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	223,918	223,918	223,918	223,918

Signature of Executive Director: *Stacye Cartmonday* June 10, 2011

Date: _____

Signature of Public Housing Director: _____

Date: _____

¹ To be completed for the Performance and Evaluation Report.

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

³ PHAS with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

form HUD-50075.1 (4/2008)

Page 1 of 13

Part 11: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number

Capital Fund Program Grant No: VA36S00750109

FFY of Grant:

2009

Status of Work

CFFP (Yes/No): NO

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ³	Revised ⁴	Funds Obligated ⁴	Funds Expended ⁴	
1. VA 7-1 Gilpin Ct	Rehabilitate/Repair Vacant Units (IN-HOUSE): Perform duties in Scope of Work including but not limited to bulk removal, unit cleaning, painting unit, repair items, repair windows, tile floors, repair plumbing, repair; install cabinets and counter tops, install light fixtures, minor electrical, repair holes, repair walls, and final cleaning, etc. R3 Change = refined budget estimate calculation.	1460	Budget Estimate: Routine Repair 148 units over 24-month period @ \$1,700 each	250,000	162,195	162,195	80,496	
2. VA 7-4 Hillside Ct	Rehabilitate/Repair Vacant Units (IN-HOUSE): Perform duties in Scope of Work including but not limited to bulk removal, unit cleaning, painting unit, repair items, repair windows, tile floors, repair plumbing, repair; install cabinets and counter tops, install light fixtures, minor electrical, repair holes, repair walls, and final cleaning, etc. R3 Change = refined budget estimate calculation.	1460	Budget Estimate: Routine Repair 87 units over 24-month period @ \$1,700 each	250,000	162,195	162,195	80,496	
	Total			148,000	131,098	131,098	131,098	
	Total			148,000	131,098	131,098	131,098	

Part 11: Supporting Pages

PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: VA36S00750109 Replacement Housing Factor Grant No:				CFFP (Yes/No): NO		FFY of Grant: 2009
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ³	Revised ⁴	Funds Obligated ⁴	Funds Expended ⁴	
3. VA 7-5 Creighton Ct	Replace damaged windows Furnish and install replacement window glass at several addresses	1460	376	26,002	26,002	26,002	26,002	Complete
	Comprehensive Renovations Comprehensive renovation of entire unit includes: new cabinets, countertops, flooring, paint, tubs, sinks, toilets, bathroom accessories, lights, appliances, etc R3 CHANGE = order for additional 2 units = \$10,031	1460	504 units	2,517,002	2,527,033	2,527,033	1,521,265	
	Roof Repair/Replacement Repair/replace roof on management office / community buildings R3 CHANGE = Addition of work items to repair/replace roof as reflected in 2009 Annual Statement	1470	Approx. 30,000ft	-	58,950	58,950	58,950	Complete
	Modernization material/supplies Materials include: flooring (VCT and resilient), bathroom accessories, appliances, lights, sinks, tubs, toilets, cabinets, and countertops, doors, hinges, faucets R3 CHANGE = Home Depot negotiated lower prices from supplier.	1460	1 Lump Sum	822,223	523,838	523,838	523,838	

Part 11: Supporting Pages

PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: VA36S00750109 Replacement Housing Factor Grant No:			FFY of Grant: 2009		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
				Revised ³	Revised ⁴		
	Ranges Full sized ranges/hoods R3 CHANGE = \$252K was estimated amount. Home Depot negotiated lower prices.	1465	504 ₃	252,000	202,852	202,852	
	Temporary construction fencing Rental of temporary fencing with multiple relocations during entire construction	1450	1 Lump Sum	190,320	190,320	163,808	
	Floor abatement Remove asbestos containing flooring material for approx. 400,000sf of floor area R3 CHANGE = original budget was estimate by contractor bid amount received lower	1460	1 Lump Sum	457,531	457,531	224,949	
	Construction signage	1450	2	1,000	1,000	1,000	
	Rehabilitation/Repair Vacant Units (In-House) Perform duties in Scope of Work including but not limited to bulk removal, unit cleaning, painting unit, repair items, repair windows, tile floors, repair plumbing, repair; install cabinets and counter tops, install light fixtures, minor electrical, repair holes, repair walls, and final cleaning, etc. R3 Change = refined budget estimate calculation.	1460	Budget Estimate: Repair 127 units over 24-month period @ \$1,700 each	214,000	132,847	132,847	16,064
	Total			4,480,078	4,120,373	4,120,373	2,738,728

Part 1.1: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number

Capital Fund Program Grant No: VA36S00750109
 Replacement Housing Factor Grant No:

CFFP (Yes/No): NO

FFY of Grant:
 2009

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ³	Revised ⁴	Funds Obligated ⁴	Funds Expended ⁴	
4. VA 7-6 Whitcomb Ct	Replace damaged windows Furnish and install replacement window glass at several addresses	1460	1,063	74,730	74,730	74,730	74,730	Complete
	Roof Repair/Replacement Repair/replace roof on management office / community buildings R3 CHANGE = Addition of work items to repair/replace roof as reflected in 2009 Annual Statement	1470	Approx. 30,000ft	-	57,850	57,850	57,850	Complete
	Rehabilitate/Repair Vacant Units (IN-HOUSE) Perform duties in Scope of Work including but not limited to bulk removal, unit cleaning, painting unit, repair items, repair windows, tile floors, repair plumbing, repair, install cabinets and counter tops, install light fixtures, minor electrical, repair holes, repair walls, and final cleaning, etc. R3 Change = refined budget estimate calculation.	1460	Budget Estimate: Routine Repair 116 units over 24-month period @ \$1,700 each	198,000	146,703	146,703	12,953	
	Total			272,730	279,283	279,283	145,533	

Part 1.1: Supporting Pages

PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: VA36S00750109			FFY of Grant: 2009		
Development Number Name/HA-Wide Activities:		General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost	CFPP (Yes/No):NO	
					Revised ³	Revised ⁴	
					Funds Obligated ⁴	Funds Expended ⁴	
					Total Actual Cost	Status of Work	
5. VA 7-7 Fairfield Ct	Rehabilitation/Repair Vacant Units (In-House) Perform duties in Scope of Work including but not limited to bulk removal, unit cleaning, painting unit, repair items, repair windows, tile floors, repair plumbing, repair; install cabinets and counter tops, install light fixtures, minor electrical, repair holes, repair walls, and final cleaning, etc. R3 Change = refined budget estimate calculation.	1460		Budget Estimate: Routine Repair 116 units over 24-month period @ \$1,700 each	198,000	130,311	34,174
	Roof Repair/Replacement Repair/replace roof on management office / community buildings R3 CHANGE = Addition of work items to repair/replace roof as reflected in 2009 Annual Statement	1470		Approx. 30,000ft	-	59,352	59,352
	Total				198,000	189,663	93,526
6. VA 7-8 Mosby Ct	Replace damaged windows Furnish and install replacement window glass at several addresses	1460		86	6,130	6,007	6,007
	Complete						Complete

Part 11: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
Capital Fund Program Grant No: VA36S00750109
 Replacement Housing Factor Grant No:

FFY of Grant:
2009

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ³	Revised ⁴	Funds Obligated ⁴	Funds Expended ⁴	
	Roof Repair/Replacement Repair/replace roof on management office / community buildings R3 CHANGE = Addition of work items to repair/replace roof as reflected in 2009 Annual Statement	1470	Approx. 30,000ft	-	47,677	47,677	47,677	Complete
	Rehabilitate/Repair Vacant Units (IN-HOUSE): Perform duties in Scope of Work including but not limited to bulk removal, unit cleaning, painting unit, repair items, repair windows, tile floors, repair plumbing, repair; install cabinets and counter tops, install light fixtures, minor electrical, repair holes, repair walls, and final cleaning, etc. R3 Change = refined budget estimate calculation.							
	Total	1460		198,000 204,130	129,635 183,319	129,635 183,319	14,288 67,972	

Part 11: Supporting Pages

PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: VA36S00750109			FFY of Grant: 2009			
Development Number Name/HA-Wide Activities		General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
					Revised ³	Revised ⁴	Funds Obligated ⁴	Funds Expended ⁴
7. VA 7-9	Fay	Rehabilitate/Repair Vacant Units (IN-HOUSE): Perform duties in Scope of Work including but not limited to bulk removal, unit cleaning, painting unit, repair items, repair windows, tile floors, repair plumbing, repair; install cabinets and counter tops, install light fixtures, minor electrical, repair holes, repair walls, and final cleaning, etc. R3 Change = refined budget estimate calculation.	1460		105,000	83,260	83,260	27,452
		Total			105,000	83,260	83,260	27,452
8. VA 7-18	Stonewall	Paint Common Interior Areas Paint walls, trim, all interior doors R3 CHANGE = Additional areas identified to include in scope \$4300	1460	4000 sf	11,635	15,935	15,935	15,935
								Complete

Part 11: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number

Capital Fund Program Grant No: VA36S00750109
 Replacement Housing Factor Grant No:

FFY of Grant:
 2009

CFFP (Yes/No):No

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ³	Revised ⁴	Funds Obligated ⁴	Funds Expended ⁴	
9. VA 7-20 Randolph	Comprehensive Modernization Comprehensive renovation of entire unit includes: new cabinets and countertops, flooring, paint, sinks, toilets, bathroom accessories, lights, appliances, etc	1460	52 units	393,174	393,174	393,174	288,250	
	Construction Signage Construction signage with project description, contractor, etc	1450	2	1,000	980	980	980	Complete
	Modernization material/supplies Materials include: flooring (VCT and resilient), bathroom accessories, appliances, lights, sinks, toilets, cabinets and countertops, doors, hinges, faucets R3 CHANGE = Home Depot negotiated lower prices from suppliers.	1460	1 Lump Sum	327,341	314,104	314,104	306,400	
	Ranges Full sized ranges/hoods R3 CHANGE = Home Depot negotiated lower prices from suppliers.	1465	52 units	26,000	17,317	17,317	10,975	
	Replace Hot Water Tanks Total	1460	52 units	55,484	55,484	55,484	55,484	Complete
				802,999	781,059	781,059	662,089	

Part 11: Supporting Pages

PHA Name:
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
Capital Fund Program Grant No: VA36S00750109
 Replacement Housing Factor Grant No:

FFY of Grant:
2009

CFFP (Yes/No):No

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revised ³	Revised ⁴	Funds Obligated ⁴	Funds Expended ⁴	
10. VA 7-21								
Fulton								
	Kitchen/Bath Renovations Kitchen and bath renovation includes: new cabinets, countertops, flooring, paint, sinks, toilets, bathroom accessories, lights, appliances, etc	1460	32 units	143,950	1,056,000	1,056,000	1,006,000	
	Construction Signage	1450	2	1,000	1,000	1,000	1,000	
	Modernization material/supplies Materials include: flooring (VCI and resilient), bathroom accessories, appliances, lights, sinks, toilets, cabinets, and countertops, doors, hinges, faucets R3 CHANGE = Home Depot	1460	1 Lump Sum	106,517	85,760	85,760	85,761	Complete
	Temporary construction fencing Rental of temporary fencing with multiple relocations during entire construction	1450	1 Lump Sum	70,000	70,000	70,000	62,820	
	Ranges Full sized ranges/hoods R3 CHANGE = Home Depot negotiated lower prices from suppliers.	1465		32,000	27,212	27,212	27,212	Complete
	Replace exterior siding Replace siding and associated termite damage repair to 10 buildings R3 CHANGE = Additional areas with terminate damage identified	1460	40,000 sf	168,800	169,530	169,530	169,530	Complete
	Total			522,267	1,409,502	1,409,502	1,352,323	

Part 1.1: Supporting Pages

PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: VA36S00750109 Replacement Housing Factor Grant No:				FFY of Grant: 2009	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	
				Revised ³	Revised ⁴	Funds Obligated ⁴	Funds Expended ⁴
11. VA 7-22 Fourth Ave	<p>Rehabilitate/Repair Vacant Units (IN-HOUSE): Perform duties in Scope of Work including but not limited to bulk removal, unit cleaning, painting unit, repair items, repair windows, tile floors, repair plumbing, repair, install cabinets and counter tops, install light fixtures, minor electrical, repair holes, repair walls, and final cleaning, etc. R3</p> <p>Change = refined budget estimate calculation.</p>	1460	Budget Estimate: Repair 82 units over 24-month period @ \$1,155 each for one br units	95,000	94,710	94,710	4,725
Total				95,000	94,710	94,710	4,725

Part 11: Supporting Pages		Grant Type and Number		FFY of Grant:	
PHA Name:		Capital Fund Program Grant No: VA36S00750109		2009	
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY		Replacement Housing Factor Grant No:			
Development Number/HA-Wide Activities	General Description of Major Work Categories	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
			Revised ⁴	Funds Obligated ⁴	Funds Expended ⁴
12. PHA Wide					
	<p>Rehabilitate/Repair Vacant Units (Outside Contractors): Perform duties as stated in Scope of Work including but not limited to bulk removal, unit cleaning, painting unit, repair items as described on unit work order: repair windows, tile floors, repair plumbing, repair; install cabinets and counter tops, install light fixtures, minor electrical, repair holes, repair walls, replace cove base, mop, wax and final cleaning and etc.</p> <p>R3 CHANGE = Major repair work items: Repair structural damage, replace floor boards, roof repair or replacement, handicap ramp construction, wall repair, stoop repair, repair fire damage</p>	Budget Estimate: Routine Repair 150- units over 24-month period @ \$2,000 each. Total projected cost \$300,000 and up to 23 major repair vacant units @ an estimated \$28,000/unit (subject to condition at time of work order issuance)	300,000	945,051	498,500
	<p>Paint Exterior Walls Paint at approximate 5 developments throughout the agency</p>	1 Lump Sum	125,200	425,700	425,700
	<p>Upgrade Eight Mgmt Offices and Community Rooms: Paint walls throughout, replace carpet, replace damaged windows, replace ceiling tile, replace floor tile as needed, minor , upgrade exterior, upgrade reception area offices</p>		153,280	153,280	153,280
			1460		
			1460		
			1470		
					Complete

Part 11: Supporting Pages									
PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY									
Grant Type and Number Capital Fund Program Grant No: VA36500750109									
Replacement Housing Factor Grant No:									
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		FFY of Grant: 2009	Status of Work
				Revised	Revised ⁴	Funds Obligated ⁴	Funds Expended ⁴		
	Resident Relocation For residents at Creighton, Randolph and Fulton R3 Change = moved 3 developments to other grants.	1495		833,031	685,284	685,284	201,069		
	Total			1,411,511	2,209,315				
13. Admin PHA Wide	Funding for PHA Staff	1410		1,076,480	1,076,480	1,076,480	494,723		
14. Fees & Cos PHA Wide	A & E Services R3 Change = Reduced A&E Scope as other projects were moved to other grants.	1430		532,926	481,286	481,286	443,165		

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

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

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 4/30/2011

Part I: Summary

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number

Capital Fund Program Grant No: VA00700050309E

Replacement Housing Factor Grant No:

FFY of Grant: 2009

FFY of Grant Approved: 2009

Type Of Grant

Original Annual Statement

Reserve for Disasters/Emergencies

Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period: 3/31/11

Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total Non-CFP Funds	100,000	100,000	-	-
2	1406 Operations (May not exceed 20% of line 20) ³				
3	1408 Management Improvements				
4	1410 Administration (May not exceed 10% of line 20)	70,602	70,602	70,602	28,849
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	578,937	482,520	482,520	232,150
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		152,898	152,898	133,786
17	1499 Development Activities ⁴				
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)	56,481	-	-	-
20	Amount of Annual Grant (Sum of lines 2-19)	706,020	706,020	706,020	394,784
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				

Signature of Executive Director

Date

Signature of Public Housing Director

Date

John W. Smith June 10, 2011

¹ To be completed for the Performance and Evaluation Report.

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⁴ RHF funds shall be included here.

Part 11: Supporting Pages

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
 Capital Fund Program Grant No: VA00700050309E
 Replacement Housing Factor Grant No:

CFFP (Yes/No): No

FFY of Grant:
 2009

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
3. VA 7-24	Complete UFAS Upgrades:	1460	10 units	9,230	49,255	49,255	7,535	
	Kitchen Improvements	1460	5 units	2,308	-	-	-	
	Removal of Island, repair floor	1460	20 units	1,200	-	-	-	
	Closet Improvements	1460	5 units	1,044	-	-	-	
	Bathroom Improvements	1460	10 units	1,291	-	-	-	
	Install Faucets	1460	5 units	462	-	-	-	
	Wrap Pipes	1460	10 units	1,385	-	-	-	
	Exterior Door Plates	1460	5 units	6,000	-	-	-	
	Sprinkler System	1460	5 units	5,400	-	-	-	
	Install Railings	1502		2,356	-	-	-	
	Contingency							
	Total			30,676		49,255	7,535	
4. Admin	Administration	1410		70,602		70,602	28,849	
	Total			70,602		70,602	28,849	

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

²To be completed for the Performance and Evaluation Report.

PHA P&E Statements

Replacement Housing Grants:

1. Replacement Housing Grant #VA36R00750206 – Year 2006 = \$643,350
2. Replacement Housing Grant #VA36R00750207 – Year 2007 = \$774,697
3. Replacement Housing Grant #VA36R00750208 – Year 2008 = \$772,405
4. Replacement Housing Grant #VA36R00750209 – Year 2009 = \$560,526
5. Replacement Housing Grant #VA36R00750**409** – Year 2009 = \$ 30,635
6. Replacement Housing Grant #VA36R00750210 – Year 2010 = \$582,766

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

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

OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number

Capital Fund Program Grant No:

Replacement Housing Factor Grant No: VA36R00750210

FFY of Grant: 2010

FFY of Grant Approval: 2010

Type Of Grant

Original Annual Statement

Reserve for Disasters/Emergencies

Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period: 3/31/11

Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20) ³				
3	1408 Management Improvements				
4	1410 Administration (May not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴	582,766		0.00	0.00
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)	582,766		0.00	0.00
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				

Signature of Executive Director

Date

Signature of Public Housing Director

Date

Mavisie C. Starnes

June 10, 2011

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

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

Part I: Summary
 PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
 Grant Type and Number: Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R00750209
 Date of CFFP: FFY of Grant: 2009
 FFY of Grant Approval: 2009

Type Of Grant
 Original Annual Statement
 Performance and Evaluation Report for Period: 3/31/11
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total Non-CFF Funds				
2	1406 Operations (May not exceed 20% of line 20) ³				
3	1408 Management Improvements				
4	1410 Administration (May not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴	560,526.00		0.00	0.00
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)	560,526.00		0.00	0.00
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				

Signature of Executive Director: *Donna M. [Signature]* Date: June 10, 2011
 Signature of Public Housing Director: _____ Date: _____

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 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 1: Summary
 PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number: Capital Fund Program Grant No: Replacement Housing Factor Grant No: VA36R00750409
 Date of CFFP: FFY of Grant: 2009
 FFY of Grant Approval: 2009

Type Of Grant: Original Annual Statement Reserve for Disasters/Emergencies
 Performance and Evaluation Report for Period: 3/31/11 Revised Annual Statement (revision no:)
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised ²	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20) ³				
3	1408 Management Improvements				
4	1410 Administration (May not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴	30,635.00		0.00	0.00
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)	30,635.00		0.00	0.00
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				
Signature of Executive Director: <i>Steve Cassidy</i> Date: June 10, 2011		Signature of Public Housing Director		Date	

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 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary
 PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
 Capital Fund Program Grant No:
 Replacement Housing Factor Grant No: VA36R00750208
 Date of CFFP:
 FFY of Grant: 2008
 FFY of Grant Approval: 2008

Type Of Grant
 Original Annual Statement
 Performance and Evaluation Report for Period: 3/31/11
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Original	Revised ²	Total Actual Cost ¹	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20) ³				
3	1408 Management Improvements				
4	1410 Administration (May not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
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9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴	772,405.00		0.00	0.00
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)	772,405.00		0.00	0.00
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				

Signature of Executive Director: *of [Signature]* Date: *June 10, 2011*

Signature of Public Housing Director: _____ Date: _____

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 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
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 Expires 4/30/2011

Part 1: Summary

PHA Name:

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number

Capital Fund Program Grant No:
 Replacement Housing Factor Grant No: VA36R00750207

FFY of Grant:

2007

FFY of Grant Approval:

2007

Type Of Grant

Original Annual Statement

Reserve for Disasters/Emergencies

Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period: 3/31/11

Final Performance and Evaluation Report

Line	Summary by Development Account	Original	Revised ²	Obligated	Total Actual Cost ¹	Expended
1	Total Non-CFP Funds					
2	1406 Operations (May not exceed 20% of line 20) ³					
3	1408 Management Improvements					
4	1410 Administration (May not exceed 10% of line 20)					
5	1411 Audit					
6	1415 Liquidated Damages					
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13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴	774,697.00			0.00	0.00
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)	774,697.00			0.00	0.00
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					

Signature of Executive Director:

Date

Cheryl Ann Zumbado June 10, 2011

Signature of Public Housing Director

Date

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

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary
 PHA Name: RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Grant Type and Number
 Capital Fund Program Grant No:
 Replacement Housing Factor Grant No: VA36R00750206
 Date of CFFP:
 FFY of Grant: 2006
 FFY of Grant Approved: 2006

Type Of Grant
 Original Annual Statement
 Performance and Evaluation Report for Period: 3/31/11
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20) ³				
3	1408 Management Improvements				
4	1410 Administration (May not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
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10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴	643,350.00		0.00	0.00
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)	643,350.00			0.00
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				

Signature of Executive Director
Stacie Caldwell
 Date June 10, 2011

Signature of Public Housing Director
 Date

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 form HUD-50075.1 (4/2008)

