

FY 2012 THA/PHA Annual Plan

1.0	PHA Information PHA Name: <u>Tallahassee Housing Authority</u> PHA Code: <u>FL073</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/2011</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>543</u> Number of HCV units: <u>2103</u>				
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH HCV
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The Tallahassee Housing Authority's mission is to maintain and provide quality affordable housing. Tallahassee Housing Authority will facilitate a network of supportive services to enhance the quality of life for our residents. We are, also, dedicated to provide a professional atmosphere to our employees, partners and the greater Tallahassee constituency.				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. The Tallahassee Housing Authority's Goals and Objectives are: A Expand the current 543 public housing and 2103 housing choice vouchers supply of assisted housing : <ul style="list-style-type: none"> ○ Add one additional public housing unit at the Springfield Community ○ Leverage Replacement Housing Program funds with private and other public funds to create additional housing opportunities ○ Apply for additional vouchers whenever they become available in the HUD NOFA. B Improve the quality of housing: <ul style="list-style-type: none"> ○ This will be accomplished by continuing to perform timely and thorough annual inspections. ○ Continue to modernize units to improve marketability and improve customer satisfaction C Increase assisted housing choices: <ul style="list-style-type: none"> ○ Provide clients with a wide selection of housing resources ○ Review the viability of site-based vs. agency-wide waiting lists ○ Expanding the pool of participating landlords ○ Continue to provide information to families seeking to move to areas of opportunity outside the THA jurisdiction. D Promote self sufficiency: <ul style="list-style-type: none"> ○ Continue to provide training and employment opportunities to Public Housing and Housing Choice Voucher participants with the assistance of the ROSS program. ○ Seek new FSS enrollments in both programs. Current public housing FSS participants are 59 and 59 for the housing choice voucher program. Goal is to increase each program by 10%. 				

5.2

E Continue to increase 504 units among all public housing communities:

- This will be accomplished through community surveys of residents and by partnering with outside agencies in response to reasonable accommodations.
- Continue to lessen the physical barriers for elderly and persons with disabilities in public housing and the housing choice voucher programs.

F Educate residents and community at large on the HUD changes under Transformation of Rental Assistance (TRA) program.

G Develop Lease with the Option to Purchase Program with Public Housing residents in scattered site housing:

- Develop a "Lease with Option to Purchase" program
- Goal for following year will be participation of 10% of the families currently living in the single family scattered sites.

H Identify resident and staff training for overall professional development:

- Partnerships with the THA community wide partners, i.e., Workforce Plus, Tallahassee Community College, Star Metro and Leon County Schools.
- Continue with temporary and full-time OJT positions for Section 3 employees within the agency or independent contractors hired by the housing authority

I Reduction of resident/client file error rate among both programs:

- Increase the quality control review of public housing and the housing choice voucher files by 5% +.
- Provide additional staff training of rules and regulations and use of software

J Provide a safer community for residents:

- Continuance of security foot patrol at each public housing community.
- Neighborhood Watch meetings are planned with local law enforcement agencies and residents for the identification of crime related incidents. Monthly meetings between our project managers and assistants with other subsidized managers and local enforcement personnel to reduce the transfer of residents with documented criminal activities.
- Continue to provide a diversity of locations of housing for the section 8 clients

K Review all policies and procedures of the housing authority to determine if they need to be modified and/or revised.

L Create a One-Stop-Resource Center for resident services:

- Create a position of Resident Services Director to oversee the Resident Services Department
- ROSS program will continue to be utilized in partnering with local area agencies to provide services to residents
- FSS program will continue to assist clients to ascertain needs and goals to attain to reach their personal level of self-sufficiency

PHA Plan Update

- (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:
- (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

6.1 Eligibility, Selection and Admission Policies, including Deconcentration and waitlist Procedures

The Tallahassee Housing Authority manages a community-wide waiting list located at its main administrative office with one site-based location at Goodbread Hills. At present there are 963 applicants on the waiting list. The policies governing eligibility, selection and admission policies remain unchanged since the last annual plan submission to HUD and are based on the current Admission and Continued Occupancy Policy. Admission preference priority will be given solely on date and time. However, it is THA's policy to admit annually to the waiting list 10 applicants who meet the criteria of displaced by governmental action or are a part of a Family Unification program.

A future THA goal is to switch the three remaining Public Housing Projects as well as its Scattered Sites too site-based waiting lists in the upcoming year. Families would be allowed to apply at all public housing sites simultaneously. Currently, information on how to sign up to be on a site-based waiting list can only be obtained at Goodbread Hills.

6.2 Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2011 grants)		
a) Public Housing Operating Fund	3,295,475	Public Housing
b) Public Housing Capital Fund	741,012	Modernization
c) Replacement Housing Program	139,963	Development/Replacement Housing
d) ROSS - FSS	152,937	Public Housing – Resident Opportunity & Self Sufficiency
e) Annual Contributions for Section 8 Tenant-Based Assistance	16,799,620	HAP & Administration Fee
f) Section 8 – VASH – Project Based	312,300	HAP & Administration Fee
g) Section 8 - Mainstream	598,061	HAP & Administration Fee
h) Public Housing – FSS Grant	19,838	Public Housing - Family Self Sufficiency
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FL29P073501-10	60,267	Modernization
FL29P073501-11	717,325	Modernization
FL29R073501-11	33,606	Development/Replacement Housing
3. Public Housing Dwelling Rental Income	938,450	Public Housing
4. Other income (list below)		
Excess utilities	222,754	Public Housing
Work Orders, Late Fees, Laundries	65,817	Public Housing
4. Non-federal sources (list below)		
Summer Food Program	\$25,000	Public Housing
TOTAL	24,122,425	

6.3 Rent Determinations

Families residing in Public Housing have a choice of income-based or flat rents. Income and TTPs are calculated in accordance with HUDs federal regulations, notices and the PHA Admission and Continued Occupancy Policy. Total Tenant payment is the greater of 30% of the adjusted monthly income, 10% of the monthly income or THA's established minimum rent of \$50. Families who report zero income are required to complete a zero income/minimum rent certification every 90 days. Permissible Deduction Incentives are given to persons that are employed a minimum of 25 hours per week. Deductions are Social Security taxes, federal taxes and health insurance. The lifetime limit for permissive deductions is five years. Flat rents are based on market studies of conventional and assisted comparable properties, HUD FMR application Rates, and the THA Section 8 Payment Standard. Residents are given the option to choose at the initial application or at his or her annual reexamination. All families will be eligible to claim hardship circumstance to switch from flat rent to income based rent and to be exempt from paying minimum rent based on THA's established guidelines.

Additionally, THA will afford all eligible residents the opportunity to participate in MEID \Self Sufficiency Incentive based on the criteria established under 24 CFR 5.609 and CFR 960.255.

6.4 Operation and Management.

The Tallahassee Housing Authority resident rules are incorporated in dwelling leases and the Admission and Continued Occupancy Policies and Procedures for public housing and the Administrative Plan for clients of the Housing Choice Voucher Program. Non-regulatory changes are presented to the Resident Organization (OAUTA) for review and comment, issued to the residents as a notice with time limits and upon expiration of time submitted to the THA Board of Commissioners for approval consideration. Operational Rules and Procedures are posted at each AMP Office on a bulletin board in public view with applicable subtitles. The authority is a large supporter of resident empowerment and this can be supported through the training and educational notices to public housing residents and housing choice voucher participants and the increase of community partners.

The housing authority provides monthly pest control through a licensed contractor. The material used in pest control conforms to Federal, State and local laws. Resident meetings are planned for the education of Bed Bug prevention by certified pest control technicians and THA staff.

Residents are provided Home and Safety Guides and notice of rules and regulations as provided via a quarterly newsletter.

These sections of the plan have not changed since the FY 2010 PHA Agency Plan Submittal. Therefore, they are not addressed in this FY2012 Plan, except where noted.

6.5 Grievance Procedures.

The Grievance Procedure remains the same as the previous year. The Grievance Panel consists of members of the community, a public housing resident and a section 8 client.

6.6 Designated Housing for Elderly and Disabled Families.

THA has a total of 14 designated handicap units for elderly and disabled families. Eight (8) are equipped with wheelchair assessable ramps and one with a handicap designed shower. Units 157, 158, 166 and 167 are at Springfield Apartments. Units 600, 602, 604, 606, and 608 at Pinewood Place. Units 850 Canton Circle #48, 49, 15 and 54 at Orange Avenue Apartments, and unit 2007-2 at Hidden Pines. Currently Unit 54 is being used by Bill Goff of the Home Rehabilitation and Development (HRD) Inc.

6.7 Community Service and Self-Sufficiency

THA has on staff a part-time resident hired specifically to monitor and track community service hours as well as a full-time Ross Supportive Service Coordinator whose objective is to promote self sufficiency through home ownership, job training, educational programs and employment opportunities. The CSC person makes referrals to the Ross coordinator who in turn refers clients to agencies in the public and private sectors such as TANF and Workforce Plus. THA has hired a Resident initiative Coordinator Director, whose duties are to further establish partnerships in the community utilizing private and public resources, while working closely with the Orange Avenue United Tenant Association to provide training opportunity for Residents.

6.8 Safety and Crime Prevention.

THA has a contract with American Security to perform security services at each of our large Public Housing sites. Surveillance cameras are also located at specific areas. In addition, Managers attend a monthly Tallahassee Police Department Housing meeting where information is given and exchanged on suspected criminal activities. TPD conducts routine patrol of THA properties and issues trespasses to non-residents at THA's request. Tallahassee Housing Authority also partners with the Tallahassee urban League, TPD Gang Unit, Leon County Sheriff Department and the Department of Juvenile Justice In an effort to further reduce crime in the neighborhoods. Each site also receives the "neighborhood watch" magazine as well as the sexual predator list as identified by law enforcement. Furthermore, THA employs a full-time Social Worker who offers counseling and interventions for those in need of these services.

6.9 Pets

All elderly/disabled residents may own a common household pet, or have one common household pet in addition to birds or fish in the dwelling unit. The full Tallahassee Housing Authority Pet policy is contained In the Admissions and Continued Occupancy Policy (pg56) and on bulletin boards at Site offices. The adopted rules are to support the health and safety of the residents as well as to preserve the physical condition and financial interest of THA's properties.

	<p>6.10 <u>Civil Rights Certification.</u> Please see attached form HUD-50077-CR – Civil Rights Certification, which certifies that the Tallahassee Housing Authority 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.</p> <p>6.11 <u>Fiscal Year Audit.</u> The Annual Fiscal audit for fiscal year ending, June 30, 2011, is completed. There was only one finding that was of a material weakness. The Tallahassee Housing Authority is formulating a corrective action plan to address the finding.</p> <p>6.12 <u>Asset Management.</u> The housing authority has fully implemented Asset Management in each of it’s AMPs since its inception in 2008. The Capital Funds Program is an integral part of maintaining and improving the housing stock of the AMPs to address safety, health and marketability of the units.</p> <p>6.13 <u>Violence Against Women Act (VAWA).</u> The housing authority Board of Commissioners approved the implementation of the Violence Against Women Act on September 9, 2006. The housing authority works with families being referred from the Refuge House, the local women’s shelter.</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>a. <u>HOPE VI or Mixed Finance Modernization or Development</u> - The housing authority does not plan to pursue any grants through HOPE VI, nor for additional developments. We will be adding back the one unit destroyed by fire at Springfield.</p> <p>b. <u>Demolition and/or Disposition</u> - The housing authority’s 35 scattered sites purchased prior to 2008 are under a 5H plan and are available for disposition through the homeownership program.</p> <p>c. <u>Conversion of Public Housing</u> - The housing authority does not plan to convert any of its public housing units to tenant-based assistance</p> <p>d. <u>Homeownership</u> - The housing authority’s 35 scattered sites purchased prior to 2008 are under a 5H plan and are available to be purchased through the homeownership program. The section 8 program also offers a homeownership program for those clients in a position to purchase a home.</p> <p>e. <u>Project-Based Vouchers</u> - The housing authority was provided 50 project-based vouchers for Veterans. The project is called the Home-Front.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <ul style="list-style-type: none"> o FL29P073501-09 – attachment fl073a01 o FL29P073501-10 – attachment fl073b01 o FL29P073501-11 – attachment fl073c01 o FL29R073501-09 – attachment fl073d01 o FL29R073501-10 – attachment fl073e01 o FL29R073502-11 – attachment fl073f01 o FL29R073502-12 – attachment fl073g01
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <ul style="list-style-type: none"> o FL29P073501-12 – attachment fl073m01 o Five Year Plan – attachment fl073n01
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p>Tallahassee Housing Authority will not be using CFP/RHP to repay any debt incurred to finance capital improvements.</p>

Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	15,074	3	5	2	2	2	2
Income >30% but <=50% of AMI	7,122	3	3	2	2	2	2
Income >50% but <80% of AMI	8,283	3	3	2	2	2	2
Elderly	1,885	3	5	2	2	2	2
Families with Disabilities	8,934	4	5	2	2	2	2
Race 1 /Ethnicity n/a	104,707	4	5	2	2	2	2
Race 2 /Ethnicity n/a	68,184	4	5	2	2	2	2
Race 3 /Ethnicity n/a	610	4	5	2	2	2	2
Race 4 /Ethnicity n/a	3,414	4	5	2	2	2	2
Race n/a /Ethnicity 1	12,037	4	5	2	2	2	2

- Race: 1 White
 2 Black/African-American
 3 American Indian/Alaskan Native
 4 Asian
 5 Native Hawaiian or other Pacific Islands
 6 Multi Racial

- Ethnicity: 1 Hispanic/Latino
 2 Non-Hispanic/Latino

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

- Consolidated Plan of the Jurisdiction/s
 Indicate year: 2010 – City of Tallahassee
 Indicate year: 2009 – Leon County
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
 Indicate year:
- Other housing market study – Shimberg Center for Affordable Housing
 Indicate year: 2010
- Other sources: (list and indicate year of information)
 Florida Housing Data Clearinghouse – 2009/2010
 Diversity Data Org – 2000/2010

9.0

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
PH	929	# of families	Annual Turnover
Section 8	1,615		
Waiting list total		2,562	121
Extremely low income <=30% AMI		2,510	98
Very low income (>30% but <=50% AMI)		46	2
Low income (>50% but <80% AMI)		6	0
Families with children		1,863	73
Elderly families		79	3
Families with Disabilities		141	6
Race #1		242	9
Race #2		2,283	89
Race #3		9	0
Race #4		4	0
Race #5		24	1
Ethnicity #1		91	4
Ethnicity #2		2,471	96
Characteristics by Bedroom Size (Public Housing Only)			
1BR		572	
2 BR		785	
3 BR		881	
4 BR		296	
5 BR		28	
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Yes PH BUT open for 4 & 5 bedroom applicants			
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Section 8			
if yes:			
How long has it been closed (# of months)? BOTH since 2007			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (PH)			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Section 8: HUD opt-outs and contract terminations			
Public Housing: 10 families annually to PH under the FUP program			

9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <ul style="list-style-type: none"> o The Tallahassee Housing Authority's strategy is to make available all possible housing opportunities. o With use of a Fraud Investigator we will ensure that those clients receiving assistance are entitled to such assistance. o To decrease the amount of turn-around time on vacancies and lease up time. o Through the Replacement Housing Program we will purchase additional homes/units to increase the number of public housing available units. o We will seek out additional funding when available to support additional vouchers. o Through the Family Self-Sufficiency and Resident Opportunity Supportive Services grant (connected with the homeownership programs) clients will be assisted to become more self-reliant and increase their financial worth with the possibility of homeownership as a goal. o The Tallahassee Housing Authority will continue to seek/leverage affordable housing resources from various sources to increase assisted housing/mixed-financing housing availability within the community. o We will continue to work with the local agencies to assist where possible to meet the housing needs
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>Continue to Create job and training opportunities within the housing community:</p> <ul style="list-style-type: none"> • Star Metro – Creating job and training opportunities for both Public Housing and Housing Choice Voucher Participants • Workforce Plus at Tallahassee Community College – Creating Skill Development training classes in Masonry and HVAC of which four (4) public participants are enrolled. • Cosmetology Certification – Classes offered to both Public Housing and Housing Choice Voucher Participants for Hair Braiding Certification. Seven persons participated with two receiving jobs after completing their certification. • Certified Nursing Assistance Certification – This class is being taught by a Registered Nurse and both Public Housing and Housing Choice Voucher Participants are enrolled. Eleven persons were enrolled and are seeking certification. • 50 Large Intervention and Leadership Program is available to youth of Public Housing and Housing Choice Voucher participants in anti-gang strategies, computer technology classes • Area Agency on Aging for North Florida, Inc., this partnership provides educational programs that assist in closing the gap between seniors in receiving information on insurance needs, specialized telecommunications equipment, and rental and utility assistance programs <p>Provide on-site services for clients:</p> <ul style="list-style-type: none"> • Bond Community Health Center – This partnership has supported the submittal of a grant to the Department of Health for a modular building at the Springfield Community to provide on-site primary care for all public housing residents. • Work in partnership with the resident organization in marketing to the public housing community the need to become involved in policy/procedure meetings and community partnership programs. • THA has completed 100% of all WIFI connections at its multi-family public housing communities. This has reduced the digital divide and reduced the cost of service paid by residents as WIFI is paid by THA. • New partnership with Life Church in identifying youth age 5-18 whose parents are incarcerated and providing prevention/intervention programs for them. • Increased hours of computer lab use for residents and all community centers from three to five days per week. • Increased security guard patrol at all THA public housing sites • A partnership with the Leon County Schools Truancy Department has assisted in identifying and reducing the number of youth in our public housing communities who are not attending school on a regular basis. This partnership has also included parents committing to work with the THA social worker and other outside community partners in the interest of their children. <p>Provide opportunities for self-sufficiency and homeownership:</p> <ul style="list-style-type: none"> • Increase Homeownership in Public Housing – To date we have sold 3 scattered site homes through the public housing 5H program. Families wishing to purchase one of the scattered site homes (purchased prior to 2000) are afforded the possibility of a soft-second mortgage up to \$25,000 from the Housing Authority and receive a housing choice voucher to assist in meeting your mortgage obligations. • 33 additional families have contracted to become participants in the Family Self Sufficiency Program during calendar year 2011 in public housing • Housing Choice Voucher Program Family Self Sufficiency participants have increased by 5 and more than 11 have been added to the homeownership status

<p>10.0</p>	<p>Additional Housing:</p> <ul style="list-style-type: none"> Public Housing Acquisition – Since the last submittal of the PHA Plan 3 more single family (scattered sites) three 3/2 bedroom units have been purchased in the Woodbriar Subdivision. These areas are in mixed neighborhoods which supports the HUD initiative of reducing the high poverty concentrated communities. New construction took place at the Springfield Community with a 3/2 duplex. This was an energy efficient unit with open space and an inside storage area for resident use. It is anticipated that another apartment will be built on this site to complete the replacement of the tri-plex that was demolished due to fire. The Housing Authority received an additional 50 vouchers which are project-based and dedicated solely to veterans. These vouchers will be utilized in the Home Front complex. THA Housing Choice Voucher Program has expanded its outreach to participating landlords in their understanding of fair housing and equal opportunity to provide additional selection of units for the Housing Choice Voucher Program. <p>Increase Energy Efficiency within our units:</p> <ul style="list-style-type: none"> THA has partnered with the SIEMENS Technology Group to perform Phase II of a ten year energy performance contract to assist in increasing the energy efficiency in all public housing units by lighting and HVAC updates. The Housing Authority received CDBG funds through the City of Tallahassee to replace the windows at Springfield and new roofs over 38 units at Springfield and Orange Ave complexes. <p>Increase Management Capabilities:</p> <ul style="list-style-type: none"> THA created a Resident Initiatives department to provide a wider array of services to the clients. The ROSS grant Coordinator, FSS Coordinator, and the Social Worker under the leadership of the Resident Initiatives Director which be housed at the Springfield Complex. THA has increased its participant file quality control reviews in both Public Housing and the Housing Choice Voucher Programs. This has been accomplished with dedicated Q/C staff identifying unreported or underreported income. Increased the staff training in management, fair housing, and maintenance and customer service among all Public Housing and Housing Choice Voucher staff. Increased PHAS and SEMAP scores have occurred under Deconcentration and unit turnaround vacancy dates, from 7 to three make ready days.
<p>10.0</p>	<p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>The Tallahassee Housing Authority will consider <u>Significant Amendment</u> and <u>Substantial Deviation/Modification</u> as:</p> <ul style="list-style-type: none"> Any change to our Mission Statement, which will modify the goals and objectives of the Housing Authority. The reduction of staff or housing subsidy funds used to house eligible families. This would also include any budget authority that has been significantly changed by the funding source (HUD) Demolition or disposition not currently planned Additional housing not currently planned Work items not currently included in the CFP/five year plan and RFP grants

11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) see attachment fl073h01</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) see attachment fl073i01</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) see attachment fl073j01</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) see attachment fl073k01</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. see attachments fl073l01 – Comments from Public Meetings (PHA narrative included in column on the right side of resident comments) fl073o01 – Comments from Resident Council fl073p01 – Schedule of all meetings to complete the Annual Plan</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) see attachment fl073m01</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) see attachment fl073n01</p>
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

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

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

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

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

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

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

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

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

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

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

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

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

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

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

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

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

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

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

Part I: Summary						
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-09 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: FFY of Grant Approval: 2009	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report 12/31/2011						
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost:		
		Original	Revised	Obligated	Expended	
1	Total Non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) :					
3	1408 Management Improvements	192,000	192,000	192,000	192,000.00	
4	1410 Administration (may not exceed 10% of line 21)	79,614	79,614	79,614	79,614.00	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
	1440 Site Acquisition					
9	1450 Site Improvement	124,738	124,738	124,738	124,738.21	
10	1460 Dwelling Structures	459,963	459,963	459,963	459,962.64	
11	1465.1 Dwelling Equipment - Nonexpendable	49,826	49,826	49,826	49,825.92	
12	1470 Non-dwelling Structures	0	0	0	0	
13	1475 Non-dwelling Equipment	43,472	43,472	43,472	43,472.23	
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities:					
18a	1501 Collateralization of Debt Service paid by the PHA					
18ba	9000 Collateralization of Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2- 19)	949,613	949,613	949,613	949,613.00	
21	Amount of line 20 Related to LBP Activities	0	0			
22	Amount of line 20 Related to Section 504 Activities	0	0			
23	Amount of line 20 Related to Security - Soft Costs	0	0			
24	Amount of line 2. Related to Security - Hard Costs	0	0			
25	Amount of line 20 Related to Energy Conservation Measures	0	0			
Signature of Executive Director		Date		Signature of Public Housing Director		
Date		Date		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 fund shall be included here.

Part II: Supporting Pages									
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-09 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2009			
Development Number/PHA-Wide Activity	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost			Status of Work
				Original	Revised ¹	Funds Obligated ²		Funds Expended ²	
	Administrative Costs		1410						
FL073000001	Management Fee				35,900	35,900	35,900	35,900.00	
Springfield									
FL073000002	Administrative Costs		1410						
Orange Avenue	Management Fee				16,464	27,250	27,250	27,250.00	
FL073000003	Administrative Costs		1410						
Pinewood Place +	Management Fee				27,250	16,464	16,464	16,464.00	
	total 1410 - Administration				79,614	79,614	79,614	79,614.00	
FL073000001	Management Improvements		1408						
Springfield	Staff Training in HUD Regulations			3	1,020	1,020	1,020	1,020.17	
	Maintenance Skills Training			3	0	0	0	0.00	
	Security Services				5,636	5,636	5,636	5,635.50	
	Resident Initiatives - Drug Intervention/Prevention				58,480	58,480	58,480	58,480.37	
	total 1408 - Management Improvements				65,136	65,136	65,136	65,136.04	
FL073000001	Maintain the grounds to improve safety/health issues and property values		1450						
Springfield	Erosion Control - extra parking throughout the complex				22,261	22,261	22,261	22,261.20	
	Erosion Control - parking area barriers				3,220	3,220	3,220	3,220.00	
	Erosion Control - Install gutters				0	0	0	0.00	
	Extend Cement slabs on front and rear porches				0	0	0	0.00	
	Pressure Washing of roofs and sidings				940	940	940	940.00	
	Relocation of mailboxes				9,948	9,948	9,948	9,947.47	
	Cosmetic improvement to site's entrance				0	0	0	0.00	
	Additional Security Lighting/Cameras				34,021	34,021	34,021	34,021.05	
	total 1450 - Site Improvements				70,390	70,390	70,390	70,389.72	

Part II: Supporting Pages

PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-09 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2009		
Development Number/PHA-Wide Activity	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
FL073000001	Maintain the structure to improve safety/health issues and property values		1460					
Springfield	Rebuild the Tri-plex that was determined "totaled" due to significant fire damage			3	800	800	800.00	
	Replace roofs				147,851	147,851	147,850.50	
	Replace kitchen cabinets				0	0	0.00	
	Replace Bathroom sinks & Install vanities				0	0	0.00	
	Paint exterior of building				59,151	59,151	59,150.83	
	Replace flooring (carpeting/VCT tile)				32,639	32,639	32,638.33	
	Paint exterior mechanical room doors				56,051	56,051	56,050.72	
	total 1460 - Dwelling Structures				296,492.00	296,492.00	296,490.38	
	Replace/Upgrade Appliances		1465					
	Ranges				14,334	14,334	14,333.98	
	Refrigerators - Energy Star				16,736	16,736	16,736.10	
	total 1465 - Dwelling Equipment				31,070	31,070	31,070.08	
	Non-Dwelling Equipment		1475					
	Addressing the digital divide - provide wireless internet connection to complex				8,768	8,768	8,767.71	
	Truck for force account laborers				0	0	0.00	
	Upgrade Computer Equipment & Software				6,177	6,177	6,176.96	
	total 1475 - Non-Dwelling Equipment				14,945	14,945	14,944.67	
	TOTAL SPRINGFIELD - FL073000001				478,033	478,033	478,030.89	
FL073000002	Management Improvements		1408					
Orange Avenue	Staff Training in HUD Regulations			3	535	535	534.95	
	Maintenance Skills Training			3	0	0	0.00	
	Security Services				10,035	10,035	10,035.00	

Part II: Supporting Pages									
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-09 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2009			
Development Number/PHA-Wide Activity	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised ¹	Funds Obligated ²		Funds Expended ²	
	Resident Initiatives - Drug Intervention/Prevention				32,195	32,195	32,195	32,195.39	
	total 1408 - Management Improvements				42,765	42,765	42,765	42,765.34	
FL073000002	Maintain the grounds to improve safety/health issues and property values		1450						
Orange Avenue	Landscaping				24,123	24,123	24,123	24,123.19	
	Playground for small children				0	0	0	0.00	
	Pressure Washing of roofs and sidings				5,986	5,986	5,986	5,986.19	
	total 1450 - Site Improvements				30,109	30,109	30,109	30,109.38	
FL073000002	Maintain the structure to improve safety/health issues and property values		1460						
Orange Avenue	Replace roofs				26,440	26,440	26,440	26,440.00	
	Install shutters on windows				0	0	0	0.00	
	Repair/replace kitchen cabinets/counter tops				0	0	0	0.00	
	Replace flooring (carpeting/VCT tile)				27,307	27,307	27,307	27,306.63	
	total 1460 - Dwelling Structures				53,747	53,747	53,747	53,746.63	
FL073000002	Replace/Upgrade Appliances		1465						
Orange Avenue	Ranges				3,771	3,771	3,771	3,771.33	
	Refrigerators - Energy Star				7,847	7,847	7,847	7,847.31	
	total 1465 - Dwelling Equipment				11,618	11,618	11,618	11,618.64	
	Non-Dwelling Equipment		1475						
	Addressing the digital divide - provide wireless internet connection to complex				11,130	11,130	11,130	11,130.30	
	Upgrade Computer Equipment & Software				7,863	7,863	7,863	7,863.26	
	total 1475 - Non-Dwelling Equipment				18,993	18,993	18,993	18,993.56	
	TOTAL ORANGE AVENUE				157,232	157,232	157,232	157,233.55	
FL073000003	Management Improvements		1408						

Capital Fund Program and Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 3/31/2014

Part II: Supporting Pages									
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-09 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2009			
Development Number/PHA-Wide Activity	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised 1	Funds Obligated 2		Funds Expended 2	
Pinewood Place +	Staff Training in HUD Regulations			3	219	219	219	219.26	
	Maintenance Skills Training			3	20	20	20	20.00	
	Security Services				1,404	1,404	1,404	1,404.00	
	Resident Initiatives - Drug Intervention/Prevention				82,456	82,456	82,456	82,455.36	
	total 1408 - Management Improvements				84,099	84,099	84,099	84,098.62	
FL073000003	Maintain the grounds to improve safety/health issues and property values		1450						
Pinewood Place +	Landscaping				8,068	8,068	8,068	8,068.09	
	Repair/replace sidewalks and driveways				3,020	3,020	3,020	3,020.02	
	Pressure Washing of roofs and sidings				9,081	9,081	9,081	9,081.00	
	Additional secure parking for THA vehicles				4,070	4,070	4,070	4,070.00	
	total 1450 - Site Improvements				24,239	24,239	24,239	24,239.11	
FL073000003	Maintain the structure to improve safety/health issues and property values		1460						
Pinewood Place +	Replace roofs - Pinewood and Hidden Pines				51,450	51,450	51,450	51,449.78	
	Vacant Unit Renovations				5,031	5,031	5,031	5,030.92	
	Install shutters on windows - Pinewood				0	0	0	0.00	
	Upgrade scattered sites - from ARRA09				30,275	30,275	30,275	30,275.67	
	Repair/replace kitchen cabinets/counter tops - Pinewood & Hidden Pines				0	0	0	0.00	
	Replace exterior mechanical doors -Pinewood				830	830	830	830.90	
	Replace flooring (carpeting/VCT tile) - Pinewood & Hidden Pines				22,138	22,138	22,138	22,138.36	
	total 1460 - Dwelling Structures				109,724	109,724	109,724	109,725.63	
FL073000003	Replace/Upgrade Appliances		1465						
Pinewood Place +	Ranges				2,972	2,972	2,972	2,971.09	

Part II: Supporting Pages									
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-09 CFFP (Yes/No): No Replacement Housing Factor Grant No:						Federal FFY of Grant: 2009	
Development Number/PHA-Wide Activity	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost			Status of Work
				Original	Revised ¹	Funds Obligated ²		Funds Expended ²	
	Refrigerators - Energy Star				4,166	4,166	4,166	4,166.11	
	total 1465 - Dwelling Equipment				7,138	7,138	7,138	7,137.20	
	Non-Dwelling Equipment		1475						
	Addressing the digital divide - provide wireless internet connection to complex				9,534	9,534	9,534	9,534.00	
	Upgrade Computer Equipment & Software				0	0	0	0.00	
	total 1475 - Non-Dwelling Equipment				9,534	9,534	9,534	9,534.00	
	TOTAL PINEWOOD +				314,348	314,348	314,348	314,348.56	
	total 1406 - Operations								
	total 1408 - Management Improvements				192,000	192,000	192,000	192,000.00	
	total 1410 - Administrative Costs				79,614	79,614	79,614	79,614.00	
	total 1450 - Site Improvement				124,738	124,738	124,738	124,738.21	
	total 1460 - Dwelling Structures				459,963	459,963	459,963	459,962.64	
	total 1465 - Dwelling Equipment				49,826	49,826	49,826	49,825.92	
	total 1475 - Non-Dwelling Equipment				43,472	43,472	43,472	43,472.23	
	TOTAL FL29P073501-09				949,613	949,613	949,613	949,613.00	

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 I: Summary		
PHA Name: Tallahassee Housing Authority	Grant Type and Number Capital Fund Program Grant No: FL29P073501-10 Date of CFFP: _____	Replacement Housing Factor Grant No: FFY of Grant: <u>2010</u> 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 Ending: 12/31/11 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements	189,700	0	189,700	189,700.00
4	1410 Administration (may not exceed 10% of line 21)	94,850	0	94,850	94,850.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,848	0	0	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	110,000	0	113,879	102,059.70
10	1460 Dwelling Structures	472,600	0	497,774	458,724.66
11	1465.1 Dwelling Equipment - Nonexpendable	40,500	0	40,489	31,365.16
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	25,000	0	11,806	11,531.32
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collaterization of Debt Service paid by the PHA				
18ba	9000 Collaterization of 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)	948,498	0	948,498	888,230.84
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Activities	0			
23	Amount of line 20 Related to Security - Soft Costs	0			
24	Amount of line 2. Related to Security - Hard Costs	0			
25	Amount of line 20 Related to Energy Conservation Measures	0			

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

Signature of Executive Director	Date	Signature of Public Housing Director	Date
	12/31/11		

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-10		CFFP (Yes/No) NO		2010		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	Management Fee	1410						
	Springfield			34,145	0	34,145	34,145.00	
	Orange Ave			35,095	0	35,095	35,095.00	
	Pinewood Place			25,610	0	25,610	25,610.00	
	total 1410 - Administration			94,850	0	94,850	94,850.00	
FL073000001	Management Improvements	1408						
Springfield	Staff Training in HUD Regulations		3	2,500	0	6,353	6,353.34	
	Maintenance Skills Training		3	1,500	0	2,095	2,095.08	
	Resident Initiatives - Drug Intervention/Prevention			42,700	0	67,242	67,242.45	
	total 1408 - Management Improvements			46,700	0	75,691	75,690.87	
FL073000001	A & E Fees	1430						
Springfield	Fees - Engineering and A & E fees			14,348	0	0	0.00	
	Environmental Review			500	0	0	0.00	
	total 1430 - A & E Fees			14,848	0	0	0.00	
FL073000001	Maintain the grounds to improve safety/health issues and property values	1450						
Springfield	Erosion Control - extra parking throughout the complex			5,000	0	26,161	25,768.80	
	Erosion Control - parking area barriers			2,500	0	0	0.00	
	Repair leaky water lines			0	0	4,314	1,021.40	
	Erosion Control - Install gutters			2,000	0	0	0.00	
	Additional Parking at Community Center			10,000	0	10,155	4,167.00	
	Extend Cement slabs on front and rear porches			10,000	0	11,280	10,857.55	
	Pressure Washing of roofs and sidings			5,000	0	0	0.00	
	Relocation of mailboxes			8,000	0	0	0.00	
	total 1450 - Site Improvements			42,500	0	51,911	41,814.75	

Part II: Supporting Pages									
PHA Name:		Grant Type and Number					Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-10			CFFP (Yes/No) NO		2010		
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised 1	Funds Obligated 2	Funds Expended 2		
FL073000001	Maintain the structure to improve safety/health issues and property values	1460							
Springfield	- Rebuild/Replace three 3 bedrooms 1700 Joe Louis #146 -#147 - #148 (loss due to extensive fire damage)		3	15,000	0	18,067	15,066.76		
	- Replace roofs		10	35,000	0	34,385	34,385.00		
	- Place needed vacant units into mod status		10		0				
	* Replace Kitchen Cabinets in vacant units			12,600	0	74,345	63,404.75		
	* Replace Bathroom sinks & Install vanities in vacant units			5,000	0	1,625	1,625.29		
	* Replace flooring in vacant units			20,000	0	49,880	49,880.68		
	- Rehab Partial Burned Triplex 1700 Joe Louis #10 -#11 - #12		3	50,000	0	25,525	25,344.80		
	Repair Slab Leaks			0	0	4,627	4,626.80		
	- Increase Fire Prevention in units		50		0				
	*Install 2 hour fire separation between units			20,000	0	785	785.00		
	*install exterior audible fire alarms			8,000	0	0	0.00		
	*strategically place industry grade fire extinguishers throughout the complex			2,000	0	7,620	7,344.00		
	- Replace/Upgrade water heaters		10	2,400	0	0	0.00		
	- Upgrade Air Conditioners		20	40,000	0	21,440	20,258.12		
	total 1460 - Dwelling Structures			210,000	0	238,299	222,721.20		
	Replace/Upgrade Appliances	1465							
	Ranges			3,500	0	3,474	918.00		
	Refrigerators - Energy Star			10,000	0	20,269	20,268.69		
	total 1465 - Dwelling Equipment			13,500	0	23,743	21,186.69		
	Non-Dwelling Equipment	1475							
	Upgrade Computer Equipment & Software			10,000	0	2,034	2,033.93		
	Addressing the digital divide - provide wireless internet connection to complex			0.00	0	286	285.64		

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-10		CFFP (Yes/No) NO		2010		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	total 1475 - Non-Dwelling Equipment			10,000	0	2,320	2,319.57	
	TOTAL SPRINGFIELD - FL073000001			337,548	0	391,963	363,733.08	
FL073000002	Management Improvements	1408						
Orange Avenue	Staff Training in HUD Regulations		3	2,500	0	4,181	4,181.18	
	Maintenance Skills Training		3	1,500	0	2,008	2,008.08	
	Resident Initiatives - Drug Intervention/Prevention			60,000	0	26,034	26,034.07	
	total 1408 - Management Improvements			64,000	0	32,223	32,223.33	
FL073000002	A & E Fees	1410						
Orange Avenue	Environmental Review			500	0	0	0.00	
	total 1430 - A & E Fees			500	0	0	0.00	
FL073000002	Maintain the grounds to improve safety/health issues and property values	1450						
Orange Avenue	Landscaping			7,500	0	19,505	19,504.59	
	Playground for small children			15,000	0	0	0.00	
	Address-O-Lighting - for 911 calls			10,000	0	0	0.00	
	Gutter Installation			2,500	0	0	0.00	
	Pressure Washing of roofs and sidings			7,500	0	0	0.00	
	total 1450 - Site Improvements			42,500	0	19,505	19,504.59	
FL073000002	Maintain the structure to improve safety/health issues and property values	1460						
Orange Avenue	Replace roofs			40,000	0	83,740	63,450.00	
	Place needed vacant units into mod status		10					
	* Cosmetic improvements to bathrooms			5,000	0	5,103	5,103.59	
	* Replace flooring in vacant units			12,000	0	28,972	28,971.95	
	* Repair/Replace kitchen cabinets and counter tops			5,000	0	3,050	3,050.00	
	*All other upgrades necessary			0	0	25,789	25,789.39	

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-10		CFFP (Yes/No) NO		2010		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	- Increase Fire Prevention in units		50					
	*Install 2 hour fire separation between units			20,000	0	0	0.00	
	*install exterior audible fire alarms			8,000	0	0	0.00	
	*strategically place industry grade fire extinguishers throughout the complex			2,000	0	12,778	12,705.12	
	- Replace/Upgrade water heaters		10	2,400	0	0	0.00	
	- Upgrade Air Conditioners		20	40,000	0	1,518	1,517.51	
	total 1460 - Dwelling Structures			134,400	0	160,950	140,587.56	
FL073000002	Replace/Upgrade Appliances	1465						
Orange Avenue	Ranges			3,500	0	1,387	780.00	
	Refrigerators - Energy Star			10,000	0	4,748	3,022.47	
	total 1465 - Dwelling Equipment			13,500	0	6,135	3,802.47	
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			10,000	0	818	818.00	
	Addressing the digital divide - provide wireless internet connection to complex			0.00	0	(300)	(300.37)	
	total 1475 - Non-Dwelling Equipment			10,000	0	518	517.63	
	TOTAL ORANGE AVENUE			264,900	0	219,331	196,635.58	
FL073000003	Management Improvements	1408						
Pinewood Place +	Staff Training in HUD Regulations		3	2,500	0	5,761	5,761.12	
	Maintenance Skills Training		3	1,500	0	1,418	1,418.08	
	Resident Initiatives - Drug Intervention/Prevention			75,000	0	74,607	74,606.60	
	total 1408 - Management Improvements			79,000	0	81,786	81,785.80	
FL073000003	A & E Fees	1410						
Pinewood Place +	Environmental Review			500	0	0	0.00	

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-10		CFPP (Yes/No) NO		2010		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	total 1430 - A & E Fees			500	0	0	0.00	
FL073000003	Maintain the grounds to improve safety/health issues and property values	1450						
Pinewood Place +	Landscaping			10,000	0	19,326	18,513.61	
	Repair/replace sidewalks and driveways			10,000	0	2,525	1,687.00	
	Additional Parking - Pinewood			5,000	0	0	0.00	
	Repair/replace sidewalks and driveways			0	0	20,613	20,539.75	
	total 1450 - Site Improvements			25,000	0	42,464	40,740.36	
FL073000003	Maintain the structure to improve safety/health issues and property values	1460						
Pinewood Place +	Replace roofs			40,000	0	41,945	40,973.00	
	Install shutters on windows - Pinewood			15,000	0	0	0.00	
	Place needed vacant units into mod status		10	0.00	0	22,137	20,895.97	
	<i>* Repair/replace kitchen cabinets/counter tops - Pinewood & Hidden Pines</i>			7,500	0	4,020	3,726.37	
	<i>* Replace flooring (carpeting/VCT tile) - Pinewood & Hidden Pines</i>			15,000	0	23,168	23,167.62	
	- Increase Fire Prevention in units		25		0			
	<i>*Install 2 hour fire separation between units</i>			14,000	0	0	0.00	
	<i>*install exterior audible fire alarms</i>			8,000	0	0	0.00	
	<i>*strategically place industry grade fire extinguishers throughout the complex</i>			2,000	0	220	0.00	
	- Replace/Upgrade water heaters		10	1,700	0	1,080	1,079.50	
	- Upgrade Air Conditioners		20	25,000	0	5,955	5,573.44	
	total 1460 - Dwelling Structures			128,200	0	98,525	95,415.90	
FL073000003	Replace/Upgrade Appliances	1465						

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-10 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2010		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
Pinewood Place +	Ranges			3,500	0	4,172	1,856.00	
	Refrigerators - Energy Star			10,000	0	6,439	4,520.00	
	total 1465 - Dwelling Equipment			13,500	0	10,611	6,376.00	
	Non-Dwelling Equipment	1475						
	Community Center Equipment & Furniture			0.00	0	3,075	2,801.58	
	Upgrade Computer Equipment & Software			5,000	0	5,893	5,892.54	
	total 1475 - Non-Dwelling Equipment			5,000	0	8,968	8,694.12	
	TOTAL PINEWOOD +			346,050	0	337,204	327,862.18	
	total 1406 - Operations							
	total 1408 - Management Improvements			189,700	0	189,700	189,700.00	
	total 1410 - Administrative Costs			94,850	0	94,850	94,850.00	
	total 1430 - A & E Fees			15,848	0	0	0.00	
	total 1450 - Site Improvement			110,000	0	113,879	102,059.70	
	total 1460 - Dwelling Structures			472,600	0	497,774	458,724.66	
	total 1465 - Dwelling Equipment			40,500	0	40,489	31,365.16	
	total 1475 - Non-Dwelling Equipment			25,000	0	11,806	11,531.32	
	TOTAL FL29P073501-09			948,498	0	948,498	888,230.84	

¹ To be completed for the Performance and Evaluation Report.

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

Part I: Summary					
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-11 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: <u>2011</u>
					FFY of Grant Approval: 2011
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/11 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	39,906	0	0	0.00
3	1408 Management Improvements	160,000	0	157,375	80,821.60
4	1410 Administration (may not exceed 10% of line 21)	80,850	0	0	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	4,500	0	0	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	131,000	0	0	0.00
10	1460 Dwelling Structures	303,100	0	5,304	0.00
11	1465.1 Dwelling Equipment - Nonexpendable	57,000	0	10,361	10,709.28
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	32,500	0	0	0.00
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization of Debt Service paid by the PHA				
18ba	9000 Collateralization of Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2- 19)	808,856	0	173,040	91,530.88
21	Amount of line 20 Related to LBP Activities	0	0	0	0.00
22	Amount of line 20 Related to Section 504 Activities	0	0	0	0.00
23	Amount of line 20 Related to Security - Soft Costs	0	0	0	0.00
24	Amount of line 2. Related to Security - Hard Costs	0	0	0	0.00
25	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0.00
Signature of Executive Director		Date		Signature of Public Housing Director	
		12/31/2011			

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 RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-11		CFFP (Yes/No) NO		2011		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
FL073000001	Operations	1410						
Springfield	Operations			10,106.00	0	0.00	0.00	
	total 1410 - Administration			10,106.00	0	0.00	0.00	
FL073000001	Management Improvements	1408						
Springfield	Staff Training in HUD Regulations		3	2,500.00	0	0.00	0.00	
	Maintenance Skills Training		3	1,500.00	0	97.38	97.38	
	Resident Initiatives - Drug Intervention/Prevention			40,800.00	0	40,800.00	30,221.01	
	total 1408 - Management Improvements			44,800.00	0	40,897.38	30,318.39	
FL073000001	Administrative Costs	1410						
Springfield	Management Fee			29,100.00	0	0.00	0.00	
	total 1410 - Administration			29,100.00	0	0.00	0.00	
FL073000001	A & E Fees	1430						
Springfield	Fees - Engineering and A & E fees			2,500.00	0	0.00	0.00	
	total 1430 - A & E Fees			2,500.00	0	0.00	0.00	
FL073000001	Maintain the grounds to improve safety/health issues and property values	1450						
Springfield	Erosion Control - extra parking throughout the complex			5,000.00	0	0.00	0.00	
	Erosion Control - parking area barriers			2,500.00	0	0.00	0.00	
	Erosion Control - Install gutters			2,000.00	0	0.00	0.00	
	Erosion Control - repair of leaky water lines			15,000.00	0	0.00	0.00	
	Extend Cement slabs on front and rear porches			10,000.00	0	0.00	0.00	
	Pressure Washing of roofs and sidings			5,000.00	0	0.00	0.00	
	total 1450 - Site Improvements			39,500.00	0	0.00	0.00	
FL073000001	Maintain the structure to improve safety/health issues and property values	1460						
Springfield	- Replace roofs		10	20,000.00	0	0.00	0.00	
	- Range Hood ventilation		6	5,000.00	0	0.00	0.00	

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-11 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2011		
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	
	- Place needed vacant units into mod status		10					
	* Replace Kitchen Cabinets in vacant units			12,600.00	0	0.00	0.00	
	*Bathroom remodeling			5,000.00	0	0.00	0.00	
	* Replace flooring in vacant units			20,000.00	0	0.00	0.00	
	* All other upgrades necessary			22,500.00	0	0.00	0.00	
	total 1460 - Dwelling Structures			85,100.00	0	0.00	0.00	
FL073000001	Replace/Upgrade Appliances	1465						
Springfield	- Ranges			3,500.00	0	1,122.00	0.00	
	- Replace/Upgrade water heaters		10	2,400.00	0	0.00	0.00	
	- Refrigerators - Energy Star			10,000.00	0	4,850.84	10,709.28	
	total 1465 - Dwelling Equipment			15,900.00	0	5,972.84	10,709.28	
FL073000001	Non-Dwelling Equipment	1475						
Springfield	Upgrade Computer Equipment & Software			10,000.00	0	0.00	0.00	
	Community Center Equipment			2,500.00	0	0.00	0.00	
	total 1475 - Non-Dwelling Equipment			12,500.00	0	0.00	0.00	
	TOTAL SPRINGFIELD - FL073000001			239,506.00	0	46,870.22	41,027.67	
FL073000002	Operations	1410						
Orange Avenue	Operations			10,200.00	0	0.00	0.00	
	total 1410 - Administration			10,200.00	0	0.00	0.00	
FL073000002	Management Improvements	1408						
Orange Avenue	Staff Training in HUD Regulations		3	2,500.00	0.00	150.00	150.00	
	Maintenance Skills Training		3	1,500.00	0.00	194.76	194.76	
	Resident Initiatives - Drug Intervention/Prevention			40,800.00	0.00	40,800.00	12,410.57	
	total 1408 - Management Improvements			44,800.00	0	41,144.76	12,755.33	
FL073000002	Administrative Costs	1410						
Orange Avenue	Management Fee			29,900.00	0	0.00	0.00	

Part II: Supporting Pages									
PHA Name:		Grant Type and Number					Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-11			CFFP (Yes/No) NO		2011		
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised 1	Funds Obligated 2	Funds Expended 2		
	total 1410 - Administration			29,900.00	0	0.00	0.00		
FL073000002	A & E Fees	1410							
Orange Avenue	A & E Fees			1,000.00		0.00	0.00		
	total 1430 - A & E Fees			1,000.00	0	0.00	0.00		
FL073000002	Maintain the grounds to improve safety/health issues and property values	1450							
Orange Avenue	Landscaping			7,500.00	0.00	0.00	0.00		
	Extensive repair to underground water lines			25,000.00	0.00	0.00	0.00		
	Gutter Installation			1,500.00	0.00	0.00	0.00		
	Pressure Washing of roofs and sidings			7,500.00	0.00	0.00	0.00		
	total 1450 - Site Improvements			41,500.00	0	0.00	0.00		
FL073000002	Maintain the structure to improve safety/health issues and property values	1460							
Orange Avenue	- Replace roofs			20,000.00	0	0.00	0.00		
	- Range Hood ventilation			75,000.00	0	0.00	0.00		
	- Place needed vacant units into mod status		10						
	* Bathroom Remodeling			5,000.00	0	0.00	0.00		
				16,000.00	0	0.00	0.00		
	* Replace flooring in vacant units			12,000.00	0	0.00	0.00		
	* Repair/Replace kitchen cabinets and counter tops			5,000.00	0	0.00	0.00		
	*All other upgrades necessary			22,500.00	0	1,380.00	0.00		
	total 1460 - Dwelling Structures			155,500.00	0	1,380.00	0.00		
FL073000002	Replace/Upgrade Appliances	1465							
Orange Avenue	- Ranges			3,500.00	0	375.00	0.00		
	- Refrigerators - Energy Star			10,000.00	0	3,563.00	0.00		
	- Replace/Upgrade water heaters		10	2,400.00	0	0.00	0.00		
	- Upgrade Air Conditioners		20	5,000.00	0	450.00	0.00		
	total 1465 - Dwelling Equipment			20,900.00	0	4,388.00	0.00		

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-11 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2011		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
FL073000002	Non-Dwelling Equipment	1475						
Orange Avenue	Upgrade Computer Equipment & Software			10,000.00	0	0.00	0.00	
	Community Center Equipment			2,500.00	0	0.00	0.00	
	total 1475 - Non-Dwelling Equipment			12,500.00	0	0.00	0.00	
	TOTAL ORANGE AVENUE			316,300.00	0	46,912.76	12,755.33	
FL073000003	Operations	1410						
Pinewood Place +	Operations			19,600.00	0	0.00	0.00	
	total 1406 - Operations			19,600.00	0	0.00	0.00	
FL073000003	Management Improvements	1408						
Pinewood Place +	Staff Training in HUD Regulations		3	2,500.00	0	0.00	0.00	
	Maintenance Skills Training		3	1,500.00	0	332.48	332.48	
	Resident Initiatives - Drug Intervention/Prevention			66,400.00	0	75,000.00	37,415.40	
	total 1408 - Management Improvements			70,400.00	0	75,332.48	37,747.88	
FL073000003	Administrative Costs	1410						
Pinewood Place +	Management Fee			21,850.00	0	0.00	0.00	
	total 1410 - Administration			21,850.00	0	0.00	0.00	
FL073000003	A & E Fees	1430						
Pinewood Place +	A & E Fees			1,000.00	0	0.00	0.00	
	total 1430 - A & E Fees			1,000.00	0	0.00	0.00	
FL073000003	Maintain the grounds to improve safety/health issues and property values	1450						

Part II: Supporting Pages									
PHA Name:		Grant Type and Number					Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-11			CFFP (Yes/No) NO		2011		
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised 1	Funds Obligated 2	Funds Expended 2		
Pinewood Place +	Landscaping			10,000.00	0	0.00	0.00		
	Repair/replace sidewalks and driveways			10,000.00	0	0.00	0.00		
	Extensive repair to underground water lines			25,000.00	0	0.00	0.00		
	Additional Parking - Pinewood			5,000.00	0	0.00	0.00		
	total 1450 - Site Improvements			50,000.00	0	0.00	0.00		
FL073000003	Maintain the structure to improve safety/health issues and property values	1460							
Pinewood Place +	- Replace roofs			15,000.00	0	0.00	0.00		
	- Range Hood ventilation			5,000.00	0	0.00	0.00		
	- Install shutters on windows - Pinewood			5,000.00	0	0.00	0.00		
	- Place needed vacant units into mod status		10						
	* Repair/replace kitchen cabinets/counter tops - Pinewood & Hidden Pines			7,500.00	0	0.00	0.00		
	* Replace flooring (carpeting/VCT tile) - Pinewood & Hidden Pines			15,000.00	0	0.00	0.00		
	* Cosmetic improvements to bathrooms			5,000.00	0	0.00	0.00		
	*All other upgrades necessary			10,000.00	0	3,924.29	0.00		
	total 1460 - Dwelling Structures			62,500.00	0	3,924.29	0.00		
FL073000003	Replace/Upgrade Appliances	1465							
Pinewood Place +	Ranges			3,500.00	0	0.00	0.00		
	Refrigerators - Energy Star			10,000.00	0	0.00	0.00		
	- Replace/Upgrade water heaters		10	1,700.00	0	0.00	0.00		
	- Upgrade Air Conditioners		20	5,000.00	0	0.00	0.00		
	total 1465 - Dwelling Equipment			20,200.00	0	0.00	0.00		
	Non-Dwelling Equipment	1475							
	Upgrade Computer Equipment & Software			5,000.00	0	0.00	0.00		
	Community Center Equipment			2,500.00	0	0.00	0.00		

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-11 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2011		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	total 1475 - Non-Dwelling Equipment			7,500.00	0	0.00	0.00	
	TOTAL PINEWOOD +			253,050.00	0	79,256.77	37,747.88	
	total 1406 - Operations			39,906.00	0	0.00	0.00	
	total 1408 - Management Improvements			160,000.00	0	157,374.62	80,821.60	
	total 1410 - Administrative Costs			80,850.00	0	0.00	0.00	
	total 1430 - A & E Fees			4,500.00	0	0.00	0.00	
	total 1450 - Site Improvement			131,000.00	0	0.00	0.00	
	total 1460 - Dwelling Structures			303,100.00	0	5,304.29	0.00	
	total 1465 - Dwelling Equipment			57,000.00	0	10,360.84	10,709.28	
	total 1475 - Non-Dwelling Equipment			32,500.00	0	0.00	0.00	
	TOTAL FL29P073501-11			808,856.00	0	173,039.75	91,530.88	

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.

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: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: FL29R073501-09 Date of CFFP: _____		FFY of Grant: <u>2009</u> FFY of Grant Approval: 2009		
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2010 <input checked="" type="checkbox"/> Final Performance and Evaluation Report 12/31/2011						
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost ¹		
		Original	Revised ²	Obligated	Expended	
1	Total Non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³					
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures					
11	1465.1 Dwelling Equipment - Nonexpendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴	180,781		180,781	180,781	
18a	1501 Collateralization of Debt Service paid by the PHA					
18ba	9000 Collateralization of 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)	180,781	0	180,781	180,781	
21	Amount of line 20 Related to LBP Activities	0				
22	Amount of line 20 Related to Section 504 Activities	0				
23	Amount of line 20 Related to Security - Soft Costs	0				
24	Amount of line 2. Related to Security - Hard Costs	0				
25	Amount of line 20 Related to Energy Conservation Measures	0				
Signature of Executive Director		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.

Part I: Summary					
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: FL29R073501-10 Date of CFFP: _____		FFY of Grant: <u>2010</u> FFY of Grant Approval: 2010	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011 <input checked="" type="checkbox"/> Final Performance and Evaluation Report 12/31/11					
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost:	
		Original	Revised :	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) :				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities:	180,423		180,423	180,423
18a	1501 Collateralization of Debt Service paid by the PHA				
18ba	9000 Collateralization of 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)	180,423		180,423	180,423
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Activities	0			
23	Amount of line 20 Related to Security - Soft Costs	0			
24	Amount of line 2. Related to Security - Hard Costs	0			
25	Amount of line 20 Related to Energy Conservation Measures	0			
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost:	
		Original	Revised :	Obligated	Expended
Signature of Executive Director _____ 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.

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Tallahassee Housing Authority	Federal FY of Grant: 2010
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Fund Expended (Quarter Ending Date)		Reasons for Revised Target Dates :
	Original Obligation End Date	Actual Obligation End Date	Expenditure Date	End Actual Expenditure End Date	
	07/12/12	12/31/11	07/12/14	12/31/2011	

Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of th U.S. Housing Act of 1937, as amended.

Part I: Summary					
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29R073502-11 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: FFY of Grant Approval: 2011	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost:	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) 3				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
	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 Activities4	153,442		119,837	119,837.00
18a	1501 Collateralization of Debt Service paid by the PHA				
18ba	9000 Collateralization of 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)	153,442	0	119,837	119,837.00
21	Amount of line 20 Related to LBP Activities	0	0		
22	Amount of line 20 Related to Section 504 Activities	0	0		
23	Amount of line 20 Related to Security - Soft Costs	0	0		
24	Amount of line 2. Related to Security - Hard Costs	0	0		
25	Amount of line 20 Related to Energy Conservation Measures	0	0		
Signature of Executive Director		Date		Signature of Public Housing Director	
		12/31/11			

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 fund shall be included here.

Part I: Summary					
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29R073502-12 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: FFY of Grant Approval: 2012	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost:	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) 3				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
	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 Activities4	139,963			
18a	1501 Collateralization of Debt Service paid by the PHA				
18ba	9000 Collateralization of 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)	139,963	0	0	0.00
21	Amount of line 20 Related to LBP Activities	0	0		
22	Amount of line 20 Related to Section 504 Activities	0	0		
23	Amount of line 20 Related to Security - Soft Costs	0	0		
24	Amount of line 2. Related to Security - Hard Costs	0	0		
25	Amount of line 20 Related to Energy Conservation Measures	0	0		
Signature of Executive Director		Date		Signature of Public Housing Director	
		02/29/12			

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 fund shall be included here.

**PHA Certifications of Compliance
with PHA Plans and Related
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 08/30/2011

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

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

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

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

Tallahassee Housing Authority

FL073

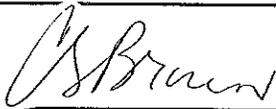
PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2012- 2016

Annual PHA Plan for Fiscal Years 2011- 2012

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 Chuvala Snell-Brown	Title Chairperson
Signature 	Date

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Tallahassee Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing Operating Subsidy/Housing Choice Voucher/Capital Funds Program/Replacement Housing 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:

(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;

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.

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;

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

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) The dangers of drug abuse in the workplace;

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

(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;

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

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

(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 ---

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.)

Springfield Apt. Complex: 1700 Joe Louis St., Leon County, Tallahassee, FL 32304

Orange Ave. Apt. Complex: 2710 Country Club Dr., Leon County, Tallahassee, FL 32301

Pinewood Place Apt. Complex: 2940 Grady Rd., Leon County, Tallahassee, FL 32312

Hidden Pines Apt. Complex: Trimble Rd., Leon County, Tallahassee, FL 32303

Scattered Sites: Through out Leon County, Tallahassee FL

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

Brenda Williams

Title

Executive Director

Signature

Brenda Williams

Date

4/13/2012

X

Certification of Payments to Influence Federal Transactions

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

OMB Approval No. 2577-0157 (Exp. 01/31/2014)

Applicant Name

Tallahassee Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing Operating Subsidy/Housing Choice Voucher/Capital Funds Program/Replacement Housing 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 sub recipients 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)

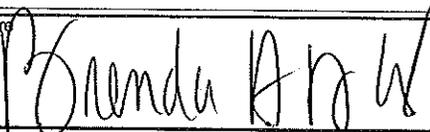
Name of Authorized Official

Brenda Williams

Title

Executive Director

Signature



Date (mm/dd/yyyy)

4/13/2012

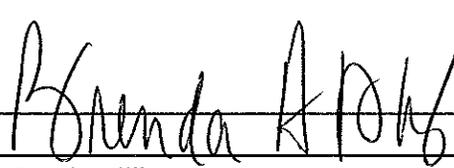
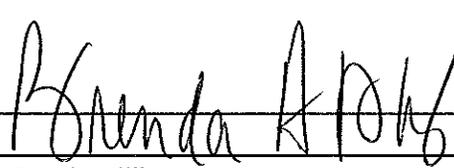
DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 4c	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: District Seven Congressional District, if known:	
6. Federal Department/Agency: US Department of Housing & Urban Development	7. Federal Program Name/Description: Housing Choice Vouchers CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): No one partakes in lobbying activities	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): 	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: <u>Brenda Williams</u> Title: <u>Executive Director</u> Telephone No.: <u>850-205-1674</u> Date: <u>04/13/2012</u>	
Federal Use Only:	Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

Part I: Summary					
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-12 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2012
					FFY of Grant Approval: 2012
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	53,800			
3	1408 Management Improvements	148,200			
4	1410 Administration (may not exceed 10% of line 21)	74,100			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	1,400			
8	1440 Site Acquisition				
9	1450 Site Improvement	149,500			
10	1460 Dwelling Structures	236,416			
11	1465.1 Dwelling Equipment - Nonexpendable	24,600			
12	1470 Non-dwelling Structures	50,000			
13	1475 Non-dwelling Equipment	3,000			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization of Debt Service paid by the PHA				
18ba	9000 Collateralization of Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2- 19)	741,016			
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Activities	0			
23	Amount of line 20 Related to Security - Soft Costs	0			
24	Amount of line 2. Related to Security - Hard Costs	0			
25	Amount of line 20 Related to Energy Conservation Measures	0			

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

Signature of Executive Director	Date	Signature of Public Housing Director	Date
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Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-12 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2012		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
FL073000001	Operations	1410						
Springfield	Maximum of 10% of grant			25,800.00				
	total 1406 - Operations			25,800.00				
	Management Improvements	1408						
	Staff Training in HUD Regulations		3	2,500.00				
	Maintenance Skills Training		3	1,500.00				
	Resident Workshops			1,000.00				
	Resident Initiatives - Drug Intervention/Prevention			13,200.00				
	total 1408 - Management Improvements			18,200.00				
	Administrative Costs	1410						
	Management Fee			26,676.00				
	total 1410 - Administration			26,676.00				
	A & E Fees	1430						
	Fees - Engineering and A & E fees			500.00				
	total 1430 - A & E Fees			500.00				
	Maintain the grounds to improve safety/health issues and property values	1450						
	Extra parking throughout the complex			20,000.00				
	Playground			20,000.00				
	Erosion Control			15,000.00				
	Upgrade outdoor security lighting			5,000.00				
	Extend Cement slabs on front and rear porches			20,000.00				
	total 1450 - Site Improvements			80,000.00				
	Maintain the structure to improve safety/health issues and property values	1460						
	Repaint front and back doors		10	10,000.00				

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-12		CFFP (Yes/No) NO		2012		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	Enlarge the return air plenums to increase air circulation			20,000.00				
	Place needed vacant units into mod status							
	<i>*Install range hoods</i>		67	20,000.00				
	<i>* Replace flooring in vacant units</i>			10,000.00				
	<i>* All other upgrades necessary</i>			20,000.00				
	total 1460 - Dwelling Structures			80,000.00				
	Replace/Upgrade Appliances	1465						
	- Ranges			3,500.00				
	- Replace/Upgrade water heaters		5	2,200.00				
	- Refrigerators - Energy Star			3,500.00				
	total 1465 - Dwelling Equipment			9,200.00				
	Non-Dwelling Structures	1470						
	New maintenance building			25,000.00				
	total 1470 - Non-Dwelling Structures			25,000.00				
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			1,000.00				
	total 1475 - Non-Dwelling Equipment			1,000.00				
	TOTAL SPRINGFIELD - FL073000001			266,376.00				
FL073000002	Operations	1410						
Orange Avenue	Maximum of 10% of grant			14,000.00				
	total 1406 - Operations			14,000.00				
	Management Improvements	1408						
	Staff Training in HUD Regulations		3	2,500.00				
	Maintenance Skills Training		3	1,500.00				
	Resident Workshops			1,000.00				

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-12		CFFP (Yes/No) NO		2012		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	Resident Initiatives - Drug Intervention/Prevention			35,000.00				
	total 1408 - Management Improvements			40,000.00				
	Administrative Costs	1410						
	Management Fee			27,417.00				
	total 1410 - Administration			27,417.00				
	A & E Fees	1410						
	A & E Fees			500.00				
	total 1430 - A & E Fees			500.00				
	Maintain the grounds to improve safety/health issues and property values	1450						
	Landscaping			10,000.00				
	Additional parking for community center		5	3,500.00				
	Additional parking throughout the complex			20,000.00				
	Re-piping underground water supply lines			10,000.00				
	total 1450 - Site Improvements			43,500.00				
	Maintain the structure to improve safety/health issues and property values	1460						
	Replace electrical boxes		76	16,000.00				
	Repaint front and rear doors		400	10,000.00				
	Replace vinyl on porch soffits		100	10,000.00				
	Repair mechanical room stairs			1,500.00				
	Repair slab leaks / repipe whole unit		5	12,000.00				
	- Place needed vacant units into mod status		10					
	* Replace flooring in vacant units			10,000.00				
	* Repair/Replace kitchen cabinets, counter tops and ceilings (access panels to plumbing)		17	18,916.00				
	*All other upgrades necessary			20,000.00				

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-12 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2012		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	total 1460 - Dwelling Structures			98,416.00				
	Replace/Upgrade Appliances	1465						
	- Ranges			2,500.00				
	- Refrigerators - Energy Star			2,500.00				
	- Replace/Upgrade water heaters		10	2,400.00				
	total 1465 - Dwelling Equipment			7,400.00				
	Non-Dwelling Structures	1470						
	New maintenance building			25,000.00				
	total 1470 - Non-Dwelling Structures			25,000.00				
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			1,000.00				
	total 1475 - Non-Dwelling Equipment			1,000.00				
	TOTAL ORANGE AVENUE			257,233.00				
FL073000003	Operations	1410						
Pinewood Place +	Maximum of 10% of grant			14,000.00				
	total 1406 - Operations			14,000.00				
	Management Improvements	1408						
	Staff Training in HUD Regulations		3	2,500.00				
	Maintenance Skills Training		3	1,500.00				
	Resident Workshops			1,000.00				
	Resident Initiatives - Drug Intervention/Prevention			85,000.00				
	total 1408 - Management Improvements			90,000.00				
	Administrative Costs	1410						
	Management Fee			20,007.00				

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-12		CFFP (Yes/No) NO		2012		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	total 1410 - Administration			20,007.00				
	A & E Fees	1410						
	A & E Fees			400.00				
	total 1430 - A & E Fees			400.00				
	Maintain the grounds to improve safety/health issues and property values	1450						
	Landscaping			2,000.00				
	Handicap retrofits - ramps/access			2,000.00				
	Playground			20,000.00				
	Repair/replace sidewalks and driveways			2,000.00				
	total 1450 - Site Improvements			26,000.00				
	Maintain the structure to improve safety/health issues and property values	1460						
	Handicap retrofits - interior accessibility			8,000.00				
	Repair/Replace roofs		3	10,000.00				
	Repair exterior of buildngs			20,000.00				
	Place needed vacant units into mod status		10					
	* Repair/replace kitchen cabinets/counter tops - Pinewood & Hidden Pines			2,000.00				
	* Replace flooring (carpeting/VCT tile) - Pinewood & Hidden Pines			8,000.00				
	*All other upgrades necessary			10,000.00				
	total 1460 - Dwelling Structures			58,000.00				
	Replace/Upgrade Appliances	1465						
	Ranges		15	3,500.00				
	Refrigerators - Energy Star		10	3,500.00				
	Replace/Upgrade water heaters		10	1,000.00				

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-12 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2012		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	total 1465 - Dwelling Equipment			8,000.00				
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			1,000.00				
	total 1475 - Non-Dwelling Equipment			1,000.00				
	TOTAL PINEWOOD +			217,407.00				
	total 1406 - Operations			53,800.00				
	total 1408 - Management Improvements			148,200.00				
	total 1410 - Administrative Costs			74,100.00				
	total 1430 - A & E Fees			1,400.00				
	total 1450 - Site Improvement			149,500.00				
	total 1460 - Dwelling Structures			236,416.00				
	total 1465 - Dwelling Equipment			24,600.00				
	total 1470 - Non-Dwelling Structures			50,000.00				
	total 1475 - Non-Dwelling Equipment			3,000.00				
	TOTAL FL29P073501-12			741,016.00				

¹ To be completed for the Performance and Evaluation Report.

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

Part I: Summary					
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-12 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2012
					FFY of Grant Approval: 2012
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Annual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	53,800			
3	1408 Management Improvements	148,200			
4	1410 Administration (may not exceed 10% of line 21)	74,100			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	1,400			
8	1440 Site Acquisition				
9	1450 Site Improvement	149,500			
10	1460 Dwelling Structures	236,416			
11	1465.1 Dwelling Equipment - Nonexpendable	24,600			
12	1470 Non-dwelling Structures	50,000			
13	1475 Non-dwelling Equipment	3,000			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization of Debt Service paid by the PHA				
18ba	9000 Collateralization of Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2- 19)	741,016			
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Activities	0			
23	Amount of line 20 Related to Security - Soft Costs	0			
24	Amount of line 2. Related to Security - Hard Costs	0			
25	Amount of line 20 Related to Energy Conservation Measures	0			

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

Signature of Executive Director	Date	Signature of Public Housing Director	Date
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Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-12 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2012		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
FL073000001	Operations	1410						
Springfield	Maximum of 10% of grant			25,800.00				
	total 1406 - Operations			25,800.00				
	Management Improvements	1408						
	Staff Training in HUD Regulations		3	2,500.00				
	Maintenance Skills Training		3	1,500.00				
	Resident Workshops			1,000.00				
	Resident Initiatives - Drug Intervention/Prevention			13,200.00				
	total 1408 - Management Improvements			18,200.00				
	Administrative Costs	1410						
	Management Fee			26,676.00				
	total 1410 - Administration			26,676.00				
	A & E Fees	1430						
	Fees - Engineering and A & E fees			500.00				
	total 1430 - A & E Fees			500.00				
	Maintain the grounds to improve safety/health issues and property values	1450						
	Extra parking throughout the complex			20,000.00				
	Playground			20,000.00				
	Erosion Control			15,000.00				
	Upgrade outdoor security lighting			5,000.00				
	Extend Cement slabs on front and rear porches			20,000.00				
	total 1450 - Site Improvements			80,000.00				
	Maintain the structure to improve safety/health issues and property values	1460						
	Repaint front and back doors		10	10,000.00				

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-12		CFFP (Yes/No) NO		2012		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	Enlarge the return air plenums to increase air circulation			20,000.00				
	Place needed vacant units into mod status							
	<i>*Install range hoods</i>		67	20,000.00				
	<i>* Replace flooring in vacant units</i>			10,000.00				
	<i>* All other upgrades necessary</i>			20,000.00				
	total 1460 - Dwelling Structures			80,000.00				
	Replace/Upgrade Appliances	1465						
	- Ranges			3,500.00				
	- Replace/Upgrade water heaters		5	2,200.00				
	- Refrigerators - Energy Star			3,500.00				
	total 1465 - Dwelling Equipment			9,200.00				
	Non-Dwelling Structures	1470						
	New maintenance building			25,000.00				
	total 1470 - Non-Dwelling Structures			25,000.00				
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			1,000.00				
	total 1475 - Non-Dwelling Equipment			1,000.00				
	TOTAL SPRINGFIELD - FL073000001			266,376.00				
FL073000002	Operations	1410						
Orange Avenue	Maximum of 10% of grant			14,000.00				
	total 1406 - Operations			14,000.00				
	Management Improvements	1408						
	Staff Training in HUD Regulations		3	2,500.00				
	Maintenance Skills Training		3	1,500.00				
	Resident Workshops			1,000.00				

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-12 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2012		
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	
	Resident Initiatives - Drug Intervention/Prevention			35,000.00				
	total 1408 - Management Improvements			40,000.00				
	Administrative Costs	1410						
	Management Fee			27,417.00				
	total 1410 - Administration			27,417.00				
	A & E Fees	1410						
	A & E Fees			500.00				
	total 1430 - A & E Fees			500.00				
	Maintain the grounds to improve safety/health issues and property values	1450						
	Landscaping			10,000.00				
	Additional parking for community center		5	3,500.00				
	Additional parking throughout the complex			20,000.00				
	Re-piping underground water supply lines			10,000.00				
	total 1450 - Site Improvements			43,500.00				
	Maintain the structure to improve safety/health issues and property values	1460						
	Replace electrical boxes		76	16,000.00				
	Repaint front and rear doors		400	10,000.00				
	Replace vinyl on porch soffits		100	10,000.00				
	Repair mechanical room stairs			1,500.00				
	Repair slab leaks / repipe whole unit		5	12,000.00				
	- Place needed vacant units into mod status		10					
	* Replace flooring in vacant units			10,000.00				
	* Repair/Replace kitchen cabinets, counter tops and ceilings (access panels to plumbing)		17	18,916.00				
	*All other upgrades necessary			20,000.00				

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-12 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2012		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	total 1460 - Dwelling Structures			98,416.00				
	Replace/Upgrade Appliances	1465						
	- Ranges			2,500.00				
	- Refrigerators - Energy Star			2,500.00				
	- Replace/Upgrade water heaters		10	2,400.00				
	total 1465 - Dwelling Equipment			7,400.00				
	Non-Dwelling Structures	1470						
	New maintenance building			25,000.00				
	total 1470 - Non-Dwelling Structures			25,000.00				
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			1,000.00				
	total 1475 - Non-Dwelling Equipment			1,000.00				
	TOTAL ORANGE AVENUE			257,233.00				
FL073000003	Operations	1410						
Pinewood Place +	Maximum of 10% of grant			14,000.00				
	total 1406 - Operations			14,000.00				
	Management Improvements	1408						
	Staff Training in HUD Regulations		3	2,500.00				
	Maintenance Skills Training		3	1,500.00				
	Resident Workshops			1,000.00				
	Resident Initiatives - Drug Intervention/Prevention			85,000.00				
	total 1408 - Management Improvements			90,000.00				
	Administrative Costs	1410						
	Management Fee			20,007.00				

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Tallahassee Housing Authority		Capital Fund Program Grant No: FL29P073501-12		CFFP (Yes/No) NO		2012		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	total 1410 - Administration			20,007.00				
	A & E Fees	1410						
	A & E Fees			400.00				
	total 1430 - A & E Fees			400.00				
	Maintain the grounds to improve safety/health issues and property values	1450						
	Landscaping			2,000.00				
	Handicap retrofits - ramps/access			2,000.00				
	Playground			20,000.00				
	Repair/replace sidewalks and driveways			2,000.00				
	total 1450 - Site Improvements			26,000.00				
	Maintain the structure to improve safety/health issues and property values	1460						
	Handicap retrofits - interior accessibility			8,000.00				
	Repair/Replace roofs		3	10,000.00				
	Repair exterior of buildngs			20,000.00				
	Place needed vacant units into mod status		10					
	* Repair/replace kitchen cabinets/counter tops - Pinewood & Hidden Pines			2,000.00				
	* Replace flooring (carpeting/VCT tile) - Pinewood & Hidden Pines			8,000.00				
	*All other upgrades necessary			10,000.00				
	total 1460 - Dwelling Structures			58,000.00				
	Replace/Upgrade Appliances	1465						
	Ranges		15	3,500.00				
	Refrigerators - Energy Star		10	3,500.00				
	Replace/Upgrade water heaters		10	1,000.00				

Part II: Supporting Pages								
PHA Name: Tallahassee Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P073501-12 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2012		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	total 1465 - Dwelling Equipment			8,000.00				
	Non-Dwelling Equipment	1475						
	Upgrade Computer Equipment & Software			1,000.00				
	total 1475 - Non-Dwelling Equipment			1,000.00				
	TOTAL PINEWOOD +			217,407.00				
	total 1406 - Operations			53,800.00				
	total 1408 - Management Improvements			148,200.00				
	total 1410 - Administrative Costs			74,100.00				
	total 1430 - A & E Fees			1,400.00				
	total 1450 - Site Improvement			149,500.00				
	total 1460 - Dwelling Structures			236,416.00				
	total 1465 - Dwelling Equipment			24,600.00				
	total 1470 - Non-Dwelling Structures			50,000.00				
	total 1475 - Non-Dwelling Equipment			3,000.00				
	TOTAL FL29P073501-12			741,016.00				

¹ To be completed for the Performance and Evaluation Report.

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

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

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

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

HA Name: The Housing Authority of Tallahassee, FL		Locality: (City/County & State) Tallahassee, Florida			[x] Original [] Revision No.: _____	
A.	Development Number/Name	Work Statement for Year 1 FFY: <u>2012</u>	Work Statement for Year 2 FFY: <u>2013</u>	Work Statement for Year 3 FFY: <u>2014</u>	Work Statement for Year 4 FFY: <u>2015</u>	Work Statement for Year 5 FFY: <u>2016</u>
	FL073000001 Springfield	See Annual Statement	\$100,500	\$100,500	\$105,500	\$65,500
	FL073000002 Orange Ave		\$93,500	\$93,500	\$103,500	\$103,500
	FL073000003 Pinewood +		\$56,000	\$55,500	\$71,100	\$116,100
B.	Physical Improvements Subtotal		\$250,000	\$249,500	\$280,100	\$285,100
C.	Management Improvements		\$148,200	\$148,200	\$148,200	\$148,200
D.	HA - Wide Nondwelling Structures and Equipment		\$44,500	\$53,600	\$32,000	\$38,500
E.	Administration		\$74,100	\$74,100	\$74,100	\$74,100
F.	Other - Site Improvements and A&E Fees		\$115,216	\$109,716	\$97,716	\$86,716
G.	Operations		\$57,000	\$57,000	\$57,000	\$57,000
H.	Demolition					
I.	Replacement Reserve - Equipment		52,000	48,900	\$51,900	\$51,400
J.	Mod used for development					
K.	Total CGP Funds		\$741,016	\$741,016	\$741,016	\$741,016
L.	Total Non-CGP Funds					
M.	Grand Total		\$741,016	\$741,016	\$741,016	\$741,016
Signature of Executive Director			Date:	Signature of Public Housing Director		
				Date:		

Five-Year Action Plan

Part II: Summary (Continuation)

Comprehensive Grant Program (CGP)

U.S. Department of Housing

and Urban Development

Office of Public and Indian Housing

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

A. Development Number/Name	Work Stmt. for Year 1 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016
FL073000001 Springfield	See				
<u>Operations</u>	Annual				
Maximum allowed 10%	Statement	19,000	19,000	19,000	19,000
<u>Management Improvements</u>					
Staff Training in HUD Regulations		2,500	2,500	2,500	2,500
Maintenance Skills Training		1,500	1,500	1,500	1,500
Resident Workshops		1,000	1,000	1,000	1,000
Resident Initiatives - Drug Intervention/Prevention		30,000	30,000	30,000	30,000
<u>Administrative Costs</u>					
- Management Fee		26,676	26,676	26,676	26,676
<u>A & E Fees</u>					
- Fees - Engineering and A & E fees		500	500	500	500
<u>Site Improvements</u>					
Maintain the grounds to improve safety/health issues and property values:					
- Erosion Control		5,000	5,000	5,000	5,000
- repair leaky water lines		7,500	7,500	7,500	7,500
- Enhanced fence line		15,000	10,000		
- Additional parking Community Center		12,216	12,216	12,216	12,216
- Additional parking in the complex					
- Provide parking barriers		4,000	4,000	4,000	4,000
- Enhance play areas in complex			7,500	7,500	
- 504 Improvements/Upgrades as needed		1,000	1,000	1,000	1,000
- Build dumpster sheds		5,000			
<u>Dwelling Structure</u>					
Maintain the structure to improve safety/health issues and property values:					
- Third unit of the Tri-Plex replaced		40,000	40,000	40,000	
- Install Range Hoods		7,500	7,500	7,500	7,500
- Replace roofs		10,000	10,000	10,000	10,000
- Repair slab leaks		5,000	5,000	5,000	5,000
- Place needed vacant units into mod status					
* Replace Kitchen Cabinets in vacant units		7,000	7,000	12,000	12,000
*Bathroom remodeling		5,000	5,000	5,000	5,000
* Replace flooring in vacant units		20,000	20,000	20,000	20,000
*All other upgrades necessary		5,000	5,000	5,000	5,000
- 504 Improvements/Upgrades as needed		1,000	1,000	1,000	1,000

Five-Year Action Plan

Part II: Summary (Continuation)

Comprehensive Grant Program (CGP)

U.S. Department of Housing

and Urban Development

Office of Public and Indian Housing

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

A. Development Number/Name	Work Stmt. for Year 1 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016
<u>Replace/Upgrade Appliance</u>					
-Ranges		3,500	3,500	3,500	3,500
-Refrigerators - Energy Star		10,000	10,000	10,000	10,000
-Replace/Upgrade water heaters		2,500	2,500	2,500	2,500
-Upgrade Air Conditioners		1,000	1,000	1,000	1,000
<u>Non-Dwelling Equipment</u>					
-Upgrade Computer Equipment & Software		2,500	2,500	2,500	2,500
-Additional Security Lighting/Cameras		5,000	7,500	7,500	7,500
-Community Center Equipment & Furniture		2,000	2,000	2,000	2,000
<u>FL07300002 Orange Ave</u>					
<u>Operations</u>					
Maximum allowed 10%		20,000	20,000	20,000	20,000
<u>Management Improvements</u>					
Staff Training in HUD Regulations		2,500	2,500	2,500	2,500
Maintenance Skills Training		1,500	1,500	1,500	1,500
Resident Workshops		1,000	1,000	1,000	1,000
Resident Initiatives - Drug Intervention/Prevention		30,000	30,000	30,000	30,000
<u>Administrative Costs</u>					
- Management Fee		27,417	27,417	27,417	27,417
<u>A & E Fees</u>					
- Fees - Engineering and A & E fees		500	500	500	500
<u>Site Improvements</u>					
Maintain the grounds to improve safety/health issues and property values:					
- Landscaping		5,000	5,000	5,000	5,000
- Additional parking in the complex		5,000	5,000	5,000	5,000
- repair leaky water lines		7,500	7,500	7,500	7,500
- Provide parking barriers		500	500	500	500
- Erosion Control		10,000	10,000	10,000	10,000
- 504 Improvements/Upgrades as needed		5,000	1,000	1,000	1,000
- Build dumpster sheds			5,000		
<u>Dwelling Structure</u>					
Maintain the structure to improve safety/health issues and property values:					
- Change electrical boxes		9,000	9,000	9,000	9,000
- Replace vinyl on porch soffits		7,500	7,500	7,500	7,500
- install ceiling access panels in kitchens		20,000	20,000	30,000	30,000

Five-Year Action Plan

Part II: Summary (Continuation)

Comprehensive Grant Program (CGP)

U.S. Department of Housing

and Urban Development

Office of Public and Indian Housing

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

A. Development Number/Name	Work Stmt. for Year 1 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016
- Replace roofs		10,000	10,000	10,000	10,000
- Place needed vacant units into mod status					
* <i>Cosmetic improvements to bathrooms</i>		5,000	5,000	5,000	5,000
* <i>Replace flooring in vacant units</i>		20,000	20,000	20,000	20,000
* <i>Repair/Replace kitchen cabinets and counter tops</i>		5,000	5,000	5,000	5,000
* <i>All other upgrades necessary</i>		5,000	5,000	5,000	5,000
- Repair slab leaks		5,000	5,000	5,000	5,000
- Cosmetic improvement to the building façade		5,000	5,000	5,000	5,000
- 504 Improvements/Upgrades as needed		2,000	2,000	2,000	2,000
<u>Replace/Upgrade Appliance</u>					
- Ranges		3,500	3,500	3,500	3,500
- Refrigerators - Energy Star		10,000	10,000	10,000	10,000
- Replace/Upgrade water heaters		2,400	2,400	2,400	2,400
- Upgrade Air Conditioners		1,000	1,000	1,000	1,000
<u>Non-Dwelling Structure</u>					
- Construct a Maintenance Building and bring unit back on-line		15,000	16,600		
<u>Non-Dwelling Equipment</u>					
- Upgrade Computer Equipment & Software		6,500	6,500	6,500	6,500
- Additional Security Lighting/Cameras		2,000	2,000	2,000	2,000
- Community Center Equipment & Furniture		2,000	2,000	2,000	2,000
<u>FL07300003 Pinewood +</u>					
<u>Operations</u>					
Maximum allowed 10%		18,000	18,000	18,000	18,000
<u>Management Improvements</u>					
Staff Training in HUD Regulations		2,500	2,500	2,500	2,500
Resident Workshops		1,000	1,000	1,000	1,000
Maintenance Skills Training		1,500	1,500	1,500	1,500
Resident Initiatives - Drug Intervention/Prevention		73,200	73,200	73,200	73,200
<u>Administrative Costs</u>					
- Management Fee		20,007	20,007	20,007	20,007
<u>A & E Fees</u>					
Architect and Engineering fees		500	500	500	500
<u>Site Improvements</u>					

Five-Year Action Plan

Part II: Summary (Continuation)

Comprehensive Grant Program (CGP)

U.S. Department of Housing

and Urban Development

Office of Public and Indian Housing

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

A. Development Number/Name	Work Stmt. for Year 1 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016
Maintain the grounds to improve safety/health issues and property values:					
- Landscaping (AMP wide)		10,000	10,000	11,000	5,000
- Repair/Replace sidewalks and driveways (AMP wide)		10,000	10,000	10,000	10,000
- Replace/Repair water piping - extensive leaking (Pinewood)					
- Erosion Control		5,000	5,000	5,000	7,500
- Replace/Repair privacy fences		4,000			
- 504 Improvements/Upgrades as needed		2,000	2,000	2,000	2,000
- Build dumpster sheds				2,000	2,000
<u>Dwelling Structure</u>					
Maintain the structure to improve safety/health issues and property values:					
- Repair slab leaks		5,000	5,000	5,000	5,000
- Replace roofs (Pinewood Place & Hidden Pines)		5,000	5,000	5,000	5,000
- Major & Minor renovations (Scattered Site homes) siding, concrete, roofs, exterior porches/decks, painting etc.				10,100	50,100
- Install Shutters on windows - Pinewood Place		5,000	5,000	5,000	5,000
- 504 Improvements/Upgrades as needed			2,000	2,000	2,000
- Place needed vacant units into mod status					
* Repair/Replace kitchen cabinets & counter tops (AMP wide)		10,000	7,500	10,000	15,000
* Cosmetic improvements to bathrooms		5,000	5,000	5,000	5,000
* Replace flooring in vacant units		17,000	17,000	20,000	20,000
* All other upgrades necessary		9,000	9,000	9,000	9,000
<u>Replace/Upgrade Appliance</u>					
- Ranges		3,500	3,500	3,500	3,500
- Refrigerators - Energy Star		10,000	7,500	10,000	10,000
- Dishwashers		1,100	500	1,000	500
- Replacement of water heaters		2,500	2,500	2,500	2,500
- Replacement of A/C units		1,000	1,000	1,000	1,000
<u>Non-Dwelling Structure</u>					
- Enlarge Management Office and bring unit back on-line			5,000		6,500
<u>Non-Dwelling Equipment</u>					
- Upgrade Computer Equipment & Software		2,500	2,500	2,500	2,500
- Additional Security Lighting/Cameras		5,000	5,000	5,000	5,000

Five-Year Action Plan**Part II: Summary (Continuation)**

Comprehensive Grant Program (CGP)

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

Office of Public and Indian Housing

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

A. Development Number/Name	Work Stmt. for Year 1 2012	Work Statement for Year 2 FFY <u>2013</u>	Work Statement for Year 3 FFY <u>2014</u>	Work Statement for Year 4 FFY <u>2015</u>	Work Statement for Year 5 FFY <u>2016</u>
-Community Center Equipment & Furniture		2,000	2,000	2,000	2,000
		741,016	741,016	741,016	741,016

Work Statement for Year 1 FFY: <u>2012</u>	Work Statement for Year <u>2</u> FFY: <u>2013</u>			Work Statement for Year <u>3</u> FFY: <u>2014</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	FL073000001 Springfield Operations		\$19,000	FL073000001 Springfield Operations		\$19,000
	<u>Management Improvements</u>			<u>Management Improvements</u>		
	Staff Training in HUD Regulations		\$2,500	Staff Training in HUD Regulations		\$2,500
	Maintenance Skills Training		\$1,500	Maintenance Skills Training		\$1,500
	Resident Workshops		\$1,000	Resident Workshops		\$1,000
	Resident Initiatives - Drug Intervent/Prevention		\$30,000	Resident Initiatives - Drug Intervent/Prevention		\$30,000
	Subtotal		\$35,000	Subtotal		\$35,000
	<u>Administrative Costs</u>			<u>Administrative Costs</u>		
	Management Fee		\$26,676	Management Fee		\$26,676
	Subtotal		\$26,676	Subtotal		\$26,676
	<u>A & E Fees</u>			<u>A & E Fees</u>		
	- Engineering and A&E Fees		\$500	- Engineering and A&E Fees		\$500
	Subtotal		\$500	Subtotal		\$500
	<u>Site Improvements</u>			<u>Site Improvements</u>		
	Maintain the grounds to improve safety/health issues and property values:			Maintain the grounds to improve safety/health issues and property values:		
	- Erosion Control	5%	\$5,000	- Erosion Control	5%	\$5,000
	- Repair leaky water lines	25%	\$7,500	- Repair leaky water lines	25%	\$7,500
	- Additional Parking at community center	0%	\$12,216	- Additional Parking at community center	25%	\$12,216
	- Additional parking in the complex	25%	\$0	- Additional parking in the complex	20%	\$0
	- Provide parking barriers	25%	\$4,000	- Provide parking barriers	20%	\$4,000
- Enhanced fence line	50%	\$15,000	- Enhanced fence line	50%	\$10,000	
- Enhance play areas in complex	0%	\$0	- Enhance play areas in complex		\$7,500	
- 504 Improvements/Upgrades as needed	5%	\$1,000	- 504 Improvements/Upgrades as needed		\$1,000	
- Build dumpster sheds	5%	\$5,000	- Build dumpster sheds		\$0	
Subtotal		\$49,716	Subtotal		\$47,216	
<u>Dwelling Structure</u>			<u>Dwelling Structure</u>			
Maintain the structure to improve safety/health issues and property values:			Maintain the structure to improve safety/health issues and property values:			
- Third unit of the Tri-Plex replaced	50%	\$40,000	- Third unit of the Tri-Plex replaced	50%	\$40,000	
- Replace roofs	10 units	\$10,000	- Replace roofs	10 units	\$10,000	
- Install Range Hoods	25 units	\$7,500	- Install Range Hoods	25 units	\$7,500	
- Repair slab leaks	7 units	\$5,000	- Repair slab leaks	7 units	\$5,000	
- Replace Kitchen Cabinets in vacant units	7 units	\$7,000	- Replace Kitchen Cabinets in vacant units	7 units	\$7,000	
- Replace Bathroom sinks & Install vanities in vacant units	7 units	\$5,000	- Replace Bathroom sinks & Install vanities in vacant units	7 units	\$5,000	
- Replace flooring in vacant units	10	\$20,000	- Replace flooring in vacant units	10	\$20,000	
- All other upgrades in vacant units		\$5,000	- All other upgrades in vacant units		\$5,000	
- 504 Improvements/Upgrades as needed		\$1,000	- 504 Improvements/Upgrades as needed		\$1,000	
Subtotal		\$100,500	Subtotal		\$100,500	
<u>Replace/Upgrade Appliance</u>			<u>Replace/Upgrade Appliance</u>			
-Ranges	8	\$3,500	-Ranges	8	\$3,500	
-Refrigerators - Energy Star	20	\$10,000	-Refrigerators - Energy Star	20	\$10,000	
-Replace/upgrade water heaters	8	\$2,500	-Replace/upgrade water heaters	8	\$2,500	
-Upgrade Air Conditioners	20	\$1,000	-Upgrade Air Conditioners	20	\$1,000	
Subtotal		\$17,000	Subtotal		\$17,000	
<u>Non-Dwelling Equipment</u>			<u>Non-Dwelling Equipment</u>			
-Upgrade Computer Equipment & Software	2	\$2,500	-Upgrade Computer Equipment & Software	2	\$2,500	
-Additional Security Lighting/Cameras	50%	\$5,000	-Additional Security Lighting/Cameras	50%	\$7,500	
-Community Center Equipment & Furniture		\$2,000	-Community Center Equipment & Furniture		\$2,000	
Subtotal		\$9,500	Subtotal		\$12,000	
Total FL073000001		\$257,892	Total FL073000001		\$257,892	
Subtotal of Estimated Cost		\$257,892	Subtotal of Estimated Cost		\$257,892	

Work Statement for Year 1 FFY: 2012

Work Statement for Year 2
FFY: 2013

Work Statement for Year 3
FFY: 2014

See Annual Statement

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
FL073000002 Orange Ave Operations		\$20,000	FL073000002 Orange Ave Operations		\$20,000
<u>Management Improvements</u>			<u>Management Improvements</u>		
Staff Training in HUD Regulations		\$2,500.00	Staff Training in HUD Regulations		\$2,500
Maintenance Skills Training		\$1,500.00	Maintenance Skills Training		\$1,500
Resident Workshops		\$1,000	Resident Workshops		\$1,000
Resident Initiatives - Drug Intervent/Prevention		<u>\$30,000.00</u>	Resident Initiatives - Drug Intervent/Prevention		<u>\$30,000</u>
Subtotal		\$35,000.00	Subtotal		\$35,000
<u>Administrative Costs</u>			<u>Administrative Costs</u>		
Management Fee		<u>\$27,417.00</u>	Management Fee		<u>\$27,417</u>
Subtotal		\$27,417.00	Subtotal		\$27,417
<u>A & E Fees</u>			<u>A & E Fees</u>		
- Engineering and A&E Fees		<u>\$500</u>	- Engineering and A&E Fees		<u>\$500</u>
Subtotal		\$500	Subtotal		\$500
<u>Site Improvements</u>			<u>Site Improvements</u>		
Maintain the grounds to improve safety/health issues and property values:			Maintain the grounds to improve safety/health issues and property values:		
- Landscaping		\$5,000.00	- Landscaping		\$5,000
- Additional parking in the complex	25%	\$5,000.00	- Additional parking in the complex	25%	\$5,000
- Repair leaky water lines		\$7,500.00	- Repair leaky water lines		\$7,500
- Provide parking barriers	25%	\$500.00	- Provide parking barriers	25%	\$500
- Erosion Control	25%	\$10,000.00	- Erosion Control	25%	\$10,000
- 504 Improvements/Upgrades as needed		\$5,000.00	- 504 Improvements/Upgrades as needed		\$1,000
- Build dumpster sheds	50%	<u>\$0.00</u>	- Build dumpster sheds	50%	<u>\$5,000</u>
Subtotal		\$33,000.00	Subtotal		\$34,000
<u>Dwelling Structure</u>			<u>Dwelling Structure</u>		
Maintain the structure to improve safety/health issues and property values:			Maintain the structure to improve safety/health issues and property values:		
- Replace roofs	10 units	\$10,000.00	- Replace roofs	10 units	\$10,000
- Cosmetic improvements to bathrooms	20 units	\$5,000.00	- Cosmetic improvements to bathrooms	20 units	\$5,000
- Replace flooring in vacant units	20 units	\$20,000.00	- Replace flooring in vacant units	20 units	\$20,000
- Change Electrical boxes	25 units	\$9,000.00	- Change Electrical boxes	25 units	\$9,000.00
- Replace vinyl on porch soffits	25 units	\$7,500.00	- Replace vinyl on porch soffits	25 units	\$7,500.00
- Install ceiling access panels in kitchens	25 units	\$20,000.00	- Install ceiling access panels in kitchens	25 units	\$20,000.00
- Repair/Replace kitchen cabinets and counter tops	20 units	\$5,000.00	- Repair/Replace kitchen cabinets and counter tops	20 units	\$5,000
- All other upgrades in vacant units as necessary	20 units	\$5,000.00	- All other upgrades in vacant units as necessary	20 units	\$5,000
- Repair slab leaks	5 units	\$5,000.00	- Repair slab leaks	5 units	\$5,000
- Cosmetic improvement to the building façade		\$5,000.00	- Cosmetic improvement to the building façade		\$5,000
- 504 Improvements/Upgrades as needed		<u>\$2,000.00</u>	- 504 Improvements/Upgrades as needed		<u>\$2,000</u>
Subtotal		\$93,500.00	Subtotal		\$93,500
<u>Replace/Upgrade Appliance</u>			<u>Replace/Upgrade Appliance</u>		
- Ranges	8	\$3,500.00	- Ranges	8	\$3,500
- Refrigerators	21	\$10,000.00	- Refrigerators	21	\$10,000
- Replace/Upgrade water heaters		\$2,400.00	- Replace/Upgrade water heaters		\$2,400
- Upgrade air conditioners	20%	<u>\$1,000.00</u>	- Upgrade air conditioners	20%	<u>\$1,000</u>
Subtotal		\$16,900.00	Subtotal		\$16,900
<u>Non-Dwelling Equipment</u>			<u>Non-Dwelling Equipment</u>		
- Upgrade Computer Equipment & Software	2	\$6,500.00	- Upgrade Computer Equipment & Software	2	\$6,500
- Additional Security Lighting/Cameras	25%	\$2,000.00	- Additional Security Lighting/Cameras	25%	\$2,000
- Community Center Equipment & Furniture		<u>\$2,000.00</u>	- Community Center Equipment & Furniture		<u>\$2,000</u>
Subtotal		\$10,500.00	Subtotal		\$10,500
<u>Non-Dwelling Structure</u>			<u>Non-Dwelling Structure</u>		
- Enlarge Management Office and bring unit back on-line	25%	<u>\$15,000</u>	- Enlarge Management Office and bring unit back on-line	25%	<u>\$16,600</u>
Subtotal		\$15,000	Subtotal		\$16,600
Total FL073000002		\$251,817	Total FL073000002		\$254,417
Subtotal of Estimated Cost		\$251,817.00	Subtotal of Estimated Cost		\$254,417

Work Statement for Year 1 FFY: 2012	Work Statement for Year 2 FFY: 2013			Work Statement for Year 3 FFY: 2014		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	FL073000003 Pinewood + Operations		\$18,000	FL073000003 Pinewood + Operations		\$18,000
	<u>Management Improvements</u>			<u>Management Improvements</u>		
	Staff Training in HUD Regulations		\$2,500	Staff Training in HUD Regulations		\$2,500
	Maintenance Skills Training		\$1,500	Maintenance Skills Training		\$1,500
	Resident Workshops		\$1,000	Resident Workshops		\$1,000
	Resident Initiatives - Drug Intervent/Prevention		\$73,200	Resident Initiatives - Drug Intervent/Prevention		\$73,200
	Subtotal		\$78,200	Subtotal		\$78,200
	<u>Administrative Costs</u>			<u>Administrative Costs</u>		
	Management Fee		\$20,007	Management Fee		\$20,007
	Subtotal		\$20,007	Subtotal		\$20,007
	<u>A & E Fees</u>			<u>A & E Fees</u>		
	- Engineering and A&E Fees		\$500	- Engineering and A&E Fees		\$500
	Subtotal		\$500	Subtotal		\$500
	<u>Site Improvements</u>			<u>Site Improvements</u>		
	Maintain the grounds to improve safety/health issues and property values:			Maintain the grounds to improve safety/health issues and property values:		
	- Landscaping (AMP wide)		\$10,000	- Landscaping (AMP wide)		\$10,000
	- Repair/Replace sidewalks and driveways (AMP wide)		\$10,000	- Repair/Replace sidewalks and driveways (AMP wide)		\$10,000
	- Replace/Repair water piping - extensive leaking (Pinewood)			- Replace/Repair water piping - extensive leaking (Pinewood)		
	- Erosion Control	25%	\$5,000	- Erosion Control	25%	\$5,000
	- Replace/Repair Privacy fences	50%	\$4,000	- Replace/Repair Privacy fences	50%	\$0
	- 504 Improvements/Upgrades as needed		\$2,000	- 504 Improvements/Upgrades as needed		\$2,000
	- Build Dumpster Sheds		\$0	- Build Dumpster Sheds		\$0
	Subtotal	100%	\$31,000	Subtotal	100%	\$27,000
	<u>Dwelling Structure</u>			<u>Dwelling Structure</u>		
	Maintain the structure to improve safety/health issues and property values:			Maintain the structure to improve safety/health issues and property values:		
	- Repair slab leaks		\$5,000	- Repair slab leaks		\$5,000
	- Replace roofs (Pinewood Place & Hidden Pines)	3 units	\$5,000	- Replace roofs (Pinewood Place & Hidden Pines)	3 units	\$5,000
	- Install Shutters on windows - Pinewood Place	35 units	\$5,000	- Install Shutters on windows - Pinewood Place	35 units	\$5,000
	- 504 Improvements/Upgrades as needed	35 units	\$0	- 504 Improvements/Upgrades as needed	35 units	\$2,000
	- Repair/Replace kitchen cabinets & counter tops (AMP wide)	10 units	\$10,000	- Repair/Replace kitchen cabinets & counter tops (AMP wide)	10 units	\$7,500
	- Cosmetic Improvements to bathrooms	10 units	\$5,000	- Cosmetic Improvements to bathrooms	10 units	\$5,000
	- Replace flooring in vacant units (Pinewood Place & Hidden Pines)	10	\$17,000	- Replace flooring in vacant units (Pinewood Place & Hidden Pines)	10	\$17,000
	- All other upgrades necessary for vacant units	15 units	\$9,000	- All other upgrades necessary for vacant units	15 units	\$9,000
	Subtotal		\$56,000	Subtotal		\$55,500
	<u>Replace/Upgrade Appliance</u>			<u>Replace/Upgrade Appliance</u>		
	Ranges	8	\$3,500	Ranges	8	\$3,500
	Refrigerators	21	\$10,000	Refrigerators	21	\$7,500
	Dishwashers	2	\$1,100	Dishwashers	2	\$500
	- Replace/Upgrade water heaters		\$2,500	- Replace/Upgrade water heaters		\$2,500
	- Upgrade air conditioners	20%	\$1,000	- Upgrade air conditioners	20%	\$1,000
	Subtotal		\$18,100	Subtotal		\$15,000
	<u>Non-Dwelling Structure</u>			<u>Non-Dwelling Structure</u>		
	- Enlarge Management Office and bring unit back on-line	25%	\$0	- Enlarge Management Office and bring unit back on-line	25%	\$5,000
	Subtotal		\$0	Subtotal		\$5,000
	<u>Non-Dwelling Equipment</u>			<u>Non-Dwelling Equipment</u>		
	- Upgrade Computer Equipment & Software	2	\$2,500	- Upgrade Computer Equipment & Software	2	\$2,500
	- Additional Security Lighting/Cameras	25%	\$5,000	- Additional Security Lighting/Cameras	25%	\$5,000
	-Community Center Equipment & Furniture		\$2,000	-Community Center Equipment & Furniture		\$2,000
	Subtotal		\$9,500	Subtotal		\$9,500
	Total FL073000003		\$231,307	Total FL073000003		\$228,707
	Subtotal of Estimated Cost		\$231,307	Subtotal of Estimated Cost		\$228,707
	total for 2013		\$741,016	total for 2014		\$741,016

Work Statement for Year 1 FFY: 2012	Work Statement for Year 4 FFY: 2015			Work Statement for Year 5 FFY: 2016		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	FL07300001 Springfield			FL07300001 Springfield		
	<u>Operations</u>		\$19,000	<u>Operations</u>		\$19,000
	Management Improvements			Management Improvements		
	Staff Training in HUD Regulations		\$2,500	Staff Training in HUD Regulations		\$2,500
	Maintenance Skills Training		\$1,500	Maintenance Skills Training		\$1,500
	Resident Workshops		\$1,000	Resident Workshops		\$1,000
	Resident Initiatives - Drug Intervent/Prevention		\$30,000	Resident Initiatives - Drug Intervent/Prevention		\$30,000
	Subtotal		\$35,000	Subtotal		\$35,000
	<u>Administrative Costs</u>			<u>Administrative Costs</u>		
	Management Fee		\$26,676	Management Fee		\$26,676
	Subtotal		\$26,676	Subtotal		\$26,676
	<u>A & E Fees</u>			<u>A & E Fees</u>		
	- Engineering and A&E Fees		\$500	- Engineering and A&E Fees		\$500
	Subtotal		\$500	Subtotal		\$500
	<u>Site Improvements</u>			<u>Site Improvements</u>		
	Maintain the grounds to improve safety/health issues and property values:			Maintain the grounds to improve safety/health issues and property values:		
	- Erosion Control	5%	\$5,000	- Erosion Control	5%	\$5,000
	- Repair leaky water lines	25%	\$7,500	- Repair leaky water lines	25%	\$7,500
	- Additional Parking at community center	0%	\$0	- Additional Parking at community center	25%	\$0
	- Additional parking in the complex	25%	\$12,216	- Additional parking in the complex	20%	\$12,216
- Provide parking barriers	25%	\$4,000	- Provide parking barriers	20%	\$4,000	
- Enhance play areas in complex	0%	\$7,500	- Enhance play areas in complex		\$0	
- 504 Improvements/Upgrades as needed	5%	\$1,000	- 504 Improvements/Upgrades as needed		\$1,000	
- Build dumpster sheds	5%	\$0	- Build dumpster sheds		\$0	
Subtotal		\$37,216	Subtotal		\$29,716	
<u>Dwelling Structure</u>			<u>Dwelling Structure</u>			
Maintain the structure to improve safety/health issues and property values:			Maintain the structure to improve safety/health issues and property values:			
- Third unit of the Tri-Plex replaced		\$40,000	- Third unit of the Tri-Plex replaced		\$0	
- Replace roofs	10 units	\$10,000	- Replace roofs	10 units	\$10,000	
- Install Range Hoods	25 units	\$7,500	- Install Range Hoods	25 units	\$7,500	
- Repair slab leaks	7 units	\$5,000	- Repair slab leaks	7 units	\$5,000	
- Replace Kitchen Cabinets in vacant units	7 units	\$12,000	- Replace Kitchen Cabinets in vacant units	7 units	\$12,000	
- Replace Bathroom sinks & Install vanities in vacant units	7 units	\$5,000	- Replace Bathroom sinks & Install vanities in vacant units	7 units	\$5,000	
- Replace flooring in vacant units	10	\$20,000	- Replace flooring in vacant units	10	\$20,000	
- All other upgrades in vacant units		\$5,000	- All other upgrades in vacant units		\$5,000	
- 504 Improvements/Upgrades as needed		\$1,000	- 504 Improvements/Upgrades as needed		\$1,000	
Subtotal		\$105,500	Subtotal		\$65,500	
<u>Replace/Upgrade Appliance</u>			<u>Replace/Upgrade Appliance</u>			
-Ranges	8	\$3,500	-Ranges	8	\$3,500	
-Refrigerators - Energy Star	20	\$10,000	-Refrigerators - Energy Star	20	\$10,000	
-Replace/upgrade water heaters	8	\$2,500	-Replace/upgrade water heaters	8	\$2,500	
-Upgrade Air Conditioners	20	\$1,000	-Upgrade Air Conditioners	20	\$1,000	
Subtotal		\$17,000	Subtotal		\$17,000	
<u>Non-Dwelling Equipment</u>			<u>Non-Dwelling Equipment</u>			
-Upgrade Computer Equipment & Software	2	\$2,500	-Upgrade Computer Equipment & Software	2	\$2,500	
-Additional Security Lighting/Cameras	50%	\$7,500	-Additional Security Lighting/Cameras	50%	\$7,500	
-Community Center Equipment & Furniture		\$2,000	-Community Center Equipment & Furniture		\$2,000	
Subtotal		\$12,000	Subtotal		\$12,000	
Total FL073000001		\$252,892	Total FL073000001		\$205,392	
Subtotal of Estimated Cost		\$252,892	Subtotal of Estimated Cost		\$205,392	

Work Statement for Year 1 FFY: 2012

Work Statement for Year 4
FFY: 2015

Work Statement for Year 5
FFY: 2016

See Annual Statement

Development Number/Name/General Description of Major Work Categories		Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories		Quantity	Estimated Cost
FL073000002 Orange Ave Operations			\$20,000	FL073000002 Orange Ave Operations			\$20,000
<u>Management Improvements</u>				<u>Management Improvements</u>			
Staff Training in HUD Regulations			\$2,500.00	Staff Training in HUD Regulations			\$2,500
Maintenance Skills Training			\$1,500.00	Maintenance Skills Training			\$1,500
Resident Workshops			\$1,000	Resident Workshops			\$1,000
Resident Initiatives - Drug Intervent/Prevention			<u>\$30,000.00</u>	Resident Initiatives - Drug Intervent/Prevention			<u>\$30,000</u>
Subtotal			\$35,000.00	Subtotal			\$35,000
<u>Administrative Costs</u>				<u>Administrative Costs</u>			
Management Fee			<u>\$27,417.00</u>	Management Fee			<u>\$27,417</u>
Subtotal			\$27,417.00	Subtotal			\$27,417
<u>A & E Fees</u>				<u>A & E Fees</u>			
- Engineering and A&E Fees			<u>\$500</u>	- Engineering and A&E Fees			<u>\$500</u>
Subtotal			\$500	Subtotal			\$500
<u>Site Improvements</u>				<u>Site Improvements</u>			
Maintain the grounds to improve safety/health issues and property values:				Maintain the grounds to improve safety/health issues and property values:			
- Landscaping			\$5,000.00	- Landscaping			\$5,000
- Additional parking in the complex		25%	\$5,000.00	- Additional parking in the complex		25%	\$5,000
- Repair leaky water lines			\$7,500.00	- Repair leaky water lines			\$7,500
- Provide parking barriers		25%	\$500.00	- Provide parking barriers		25%	\$500
- Erosion Control		25%	\$10,000.00	- Erosion Control		25%	\$10,000
- Enhance Fence line			\$0.00	- Enhance Fence line		50%	\$0
- Playground for small children			\$0.00	- Playground for small children		100%	\$0
- 504 Improvements/Upgrades as needed			\$1,000.00	- 504 Improvements/Upgrades as needed			\$1,000
- Build dumpster sheds		50%	<u>\$0.00</u>	- Build dumpster sheds		50%	<u>\$0</u>
Subtotal			\$29,000.00	Subtotal			\$29,000
<u>Dwelling Structure</u>				<u>Dwelling Structure</u>			
Maintain the structure to improve safety/health issues and property values:				Maintain the structure to improve safety/health issues and property values:			
- Replace roofs		10 units	\$10,000.00	- Replace roofs		10 units	\$10,000
- Cosmetic improvements to bathrooms		20 units	\$5,000.00	- Cosmetic improvements to bathrooms		20 units	\$5,000
- Replace flooring in vacant units		20 units	\$20,000.00	- Replace flooring in vacant units		20 units	\$20,000
- Change Electrical boxes		25 units	\$9,000.00	- Change Electrical boxes		25 units	\$9,000.00
- Replace vinyl on porch soffits		25 units	\$7,500.00	- Replace vinyl on porch soffits		25 units	\$7,500.00
- Install ceiling access panels in kitchens		25 units	\$30,000.00	- Install ceiling access panels in kitchens		25 units	\$30,000.00
- Repair/Replace kitchen cabinets and counter tops		20 units	\$5,000.00	- Repair/Replace kitchen cabinets and counter tops		20 units	\$5,000
- All other upgrades in vacant units as necessary		20 units	\$5,000.00	- All other upgrades in vacant units as necessary		20 units	\$5,000
- Repair slab leaks		5 units	\$5,000.00	- Repair slab leaks		5 units	\$5,000
- Cosmetic improvement to the building façade			\$5,000.00	- Cosmetic improvement to the building façade			\$5,000
- 504 Improvements/Upgrades as needed			<u>\$2,000.00</u>	- 504 Improvements/Upgrades as needed			<u>\$2,000</u>
Subtotal			\$103,500.00	Subtotal			\$103,500
<u>Replace/Upgrade Appliance</u>				<u>Replace/Upgrade Appliance</u>			
- Ranges		8	\$3,500.00	- Ranges		8	\$3,500
- Refrigerators		21	\$10,000.00	- Refrigerators		21	\$10,000
- Replace/Upgrade water heaters			\$2,400.00	- Replace/Upgrade water heaters			\$2,400
- Upgrade air conditioners		20%	<u>\$1,000.00</u>	- Upgrade air conditioners		20%	<u>\$1,000</u>
Subtotal			\$16,900.00	Subtotal			\$16,900
<u>Non-Dwelling Equipment</u>				<u>Non-Dwelling Equipment</u>			
- Upgrade Computer Equipment & Software		2	\$6,500.00	- Upgrade Computer Equipment & Software		2	\$6,500
- Additional Security Lighting/Cameras		25%	\$2,000.00	- Additional Security Lighting/Cameras		25%	\$2,000
-Community Center Equipment & Furniture			<u>\$2,000.00</u>	-Community Center Equipment & Furniture			<u>\$2,000</u>
Subtotal			\$10,500.00	Subtotal			\$10,500
Total FL073000002			\$242,817	Total FL073000002			\$242,817
Subtotal of Estimated Cost			\$242,817.00	Subtotal of Estimated Cost			\$242,817

Work Statement for Year 1 FFY: 2012

Work Statement for Year 4
FFY: 2015

Work Statement for Year 5
FFY: 2016

See Annual Statement

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
FL073000003 Pinewood + Operations		\$18,000	FL073000003 Pinewood + Operations		\$18,000
<u>Management Improvements</u>			<u>Management Improvements</u>		
Staff Training in HUD Regulations		\$2,500	Staff Training in HUD Regulations		\$2,500
Maintenance Skills Training		\$1,500	Maintenance Skills Training		\$1,500
Resident Workshops		\$1,000	Resident Workshops		\$1,000
Resident Initiatives - Drug Intervent/Prevention		<u>\$73,200</u>	Resident Initiatives - Drug Intervent/Prevention		<u>\$73,200</u>
Subtotal		\$78,200	Subtotal		\$78,200
<u>Administrative Costs</u>			<u>Administrative Costs</u>		
Management Fee		<u>\$20,007</u>	Management Fee		<u>\$20,007</u>
Subtotal		\$20,007	Subtotal		\$20,007
<u>A & E Fees</u>			<u>A & E Fees</u>		
- Engineering and A&E Fees		<u>\$500</u>	- Engineering and A&E Fees		<u>\$500</u>
Subtotal		\$500	Subtotal		\$500
<u>Site Improvements</u>			<u>Site Improvements</u>		
Maintain the grounds to improve safety/health issues and property values:			Maintain the grounds to improve safety/health issues and property values:		
- Landscaping (AMP wide)		\$11,000	- Landscaping (AMP wide)		\$5,000
- Repair/Replace sidewalks and driveways (AMP wide)		\$10,000	- Repair/Replace sidewalks and driveways (AMP wide)		\$10,000
- Replace/Repair water piping - extensive leaking (Pinewood)			- Replace/Repair water piping - extensive leaking (Pinewood)		
- Erosion Control	25%	\$5,000	- Erosion Control	25%	\$7,500
- Replace/Repair Privacy fences	50%	\$0	- Replace/Repair Privacy fences	50%	\$0
- 504 Improvements/Upgrades as needed		\$2,000	- 504 Improvements/Upgrades as needed		\$2,000
- Build Dumpster Sheds		<u>\$2,000</u>	- Build Dumpster Sheds		<u>\$2,000</u>
Subtotal		\$30,000	Subtotal		\$26,500
<u>Dwelling Structure</u>			<u>Dwelling Structure</u>		
Maintain the structure to improve safety/health issues and property values:			Maintain the structure to improve safety/health issues and property values:		
- Repair slab leaks		\$5,000	- Repair slab leaks		\$5,000
- Replace roofs (Pinewood Place & Hidden Pines)	10 units	\$5,000	- Replace roofs (Pinewood Place & Hidden Pines)	10 units	\$5,000
- Major & Minor renovations (Scattered Site homes) siding, concrete, roofs, exterior porches/decks, painting etc	11 units	\$10,100	- Major & Minor renovations (Scattered Site homes) siding, concrete, roofs, exterior porches/decks, painting etc	11 units	\$50,100
- Install Shutters on windows - Pinewood Place	35 units	\$5,000	- Install Shutters on windows - Pinewood Place	35 units	\$5,000
- 504 Improvements/Upgrades as needed	35 units	\$2,000	- 504 Improvements/Upgrades as needed	35 units	\$2,000
- Repair/Replace kitchen cabinets & counter tops (AMP wide)	10 units	\$10,000	- Repair/Replace kitchen cabinets & counter tops (AMP wide)	10 units	\$15,000
- Cosmetic Improvements to bathrooms	10 units	\$5,000	- Cosmetic Improvements to bathrooms	10 units	\$5,000
- Replace flooring in vacant units (Pinewood Place & Hidden Pines)	10	\$20,000	- Replace flooring in vacant units (Pinewood Place & Hidden Pines)	10	\$20,000
- All other upgrades necessary for vacant units	15 units	<u>\$9,000</u>	- All other upgrades necessary for vacant units	15 units	<u>\$9,000</u>
Subtotal		\$71,100	Subtotal		\$116,100
<u>Replace/Upgrade Appliance</u>			<u>Replace/Upgrade Appliance</u>		
Ranges	8	\$3,500	Ranges	8	\$3,500
Refrigerators	21	\$10,000	Refrigerators	21	\$10,000
Dishwashers	2	\$1,000	Dishwashers	2	\$500
- Replace/Upgrade water heaters		\$2,500	- Replace/Upgrade water heaters		\$2,500
- Upgrade air conditioners	20%	<u>\$1,000</u>	- Upgrade air conditioners	20%	<u>\$1,000</u>
Subtotal		\$18,000	Subtotal		\$17,500
<u>Non-Dwelling Structure</u>			<u>Non-Dwelling Structure</u>		
- Enlarge Management Office and bring unit back on-line	25%	<u>\$0</u>	- Enlarge Management Office and bring unit back on-line	25%	<u>\$6,500</u>
Subtotal		\$0	Subtotal		\$6,500
<u>Non-Dwelling Equipment</u>			<u>Non-Dwelling Equipment</u>		
- Upgrade Computer Equipment & Software	2	\$2,500	- Upgrade Computer Equipment & Software	2	\$2,500
- Additional Security Lighting/Cameras	25%	\$5,000	- Additional Security Lighting/Cameras	25%	\$5,000
- Community Center Equipment & Furniture		<u>\$2,000</u>	- Community Center Equipment & Furniture		<u>\$2,000</u>
Subtotal		\$9,500	Subtotal		\$9,500
Total FL073000003		\$245,307	Total FL073000003		\$292,807
Subtotal of Estimated Cost		\$245,307	Subtotal of Estimated Cost		\$292,807
total for 2015		\$741,016	total for 2016		\$741,016

Laura Detsch

From: Scott Manion [scott@lsnf.org]
Sent: Friday, April 13, 2012 11:50 AM
To: Laura Detsch
Subject: RE: Tallahassee Housing Authority

Following are the comments: OUATA previously submitted a model policy for domestic violence required by HUD regulations and the current Tallahassee Housing Authority written information is just a brochure. Again we would like to submit this model policy and work with the housing authority to revamp and put into effect a domestic violence policy and include sexual violence in the policy also.

Comments to ASOP- Housing Authority should consider the minimum rent of 50 dollars to be hardship in certain cases and allow for a policy to reduce it to 25.00 for families with extremely limited income

The Section 3 program needs an actual written policy to set out so that tenants will be aware of how the program works

The reasonable accommodation for disabilities needs an actual form and policy for putting in writing a request for a reasonable accommodation. Currently, there is also no list of possible accommodations that are possible for residents who may be facing barriers to using their units.

There needs to be an increase in the utility allowance for air conditioning for residents. Currently, many residents with the current low electricity allowance end up owing large utility bills they cannot afford. Also, those with disabilities need to be identified so they can receive their additional utility allowance. There are many tenants they have children with breathing diseases such as asthma that need a higher allowance.

We need for more residents to have access to day care services at a reasonable amount and to have more programs for children to use the centers at each complex for different recreation and educational opportunities without charging a fee.

OUATA adopts by reference the comments made by the residents in their meetings and commends the entire process for producing many outstanding comments and suggestions.

Of note, the criminal history policy should allow for exceptions for applicants showing rehabilitation, and lack of any criminal activity for a period 5 years after the disqualifying incident

There were comments by the OUATA board that units were generally in fair condition and that units as a whole needed basic repairs to prevent further maintenance problems and that the charges for repairs were too high and that charges were being made for items that were wear and tear and should not be the tenants responsibility.

There were complaints that police were not intervening to break up fights and other gatherings of persons at complexes late at night and that the bus system was totally inadequate for residents so that they often had to walk several miles because of the bus schedules .

There were complaints that the new section 3 policy needed more push and outreach to inform tenants they could be hired for jobs.

There was a general complaint that the WIFI system did not work and residents did not have access to the internet unless they paid for Comcast and other expensive internet services.

From: Laura Detsch [<mailto:laura@tallha.org>]
Sent: Friday, April 13, 2012 9:02 AM
To: Scott Manion
Subject: Tallahassee Housing Authority

Scott-

I am looking for the comments from OAUTA for our Annual Plan, which needs to be submitted today.

Laura Detsch
Deputy Director
Tallahassee Housing Authority
2940 Grady Rd
Tallahassee FL 32312
Direct: 850-205-1679
Fax: 850-523-9642

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Violence Against Women Act (VAWA):
Language to Include in the Administrative Plan

Admissions: Screening

1. That an applicant is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate basis for denial of program assistance or for denial of admission, if the applicant otherwise qualifies for admission. [42 U.S.C. §§ 1437f(c)(9)(A) and (o)(6)(B).]
2. In determining eligibility for housing assistance in cases where the Housing Authority has become aware that the household includes a victim of domestic violence, and when screening reveals negative and potentially disqualifying information, such as poor credit history, previous damage to an apartment, or a prior arrest, inquiries will be made regarding the circumstances contributing to this negative history, to ascertain whether these past events were the consequence of domestic violence against a member of the applicant household.
3. Any such inquiries will make clear that members of applicant households have a right to keep any history of domestic violence against them confidential.
4. When inquiries reveal that the negative history was the consequence of domestic violence, dating violence, or stalking against a member of the applicant household, the applicant household will not be denied housing assistance on the basis of this reporting, provided that the perpetrator of domestic violence is not a member of the applicant household.
5. The Housing Authority may ask for documentation establishing that the negative history was the consequence of domestic violence, dating violence, or stalking. The applicant shall have fourteen business days (i.e. weekends and holidays will not count in determining the deadline) to provide such documentation. The Housing Authority may grant extensions to the fourteen-day-deadline if the applicant demonstrates good cause. The applicant can satisfy the documentation requirement in any of the following ways:
 - a. Completing a HUD-approved certification form verifying that the individual is a victim of domestic violence, dating violence, or stalking, and that the incident or incidents in question are bona fide incidents of actual or threatened abuse. Such certification shall include the name of the perpetrator. The Housing Authority will work with the victim to ensure that delivery of the certification form does not endanger the victim's safety.; OR
 - b. Providing the requesting owner, manager, or Housing Authority with documentation signed by any of the following third parties: (a) an employee, agent, or volunteer of a victim service provider; (b) an attorney; (c) a medical professional; or (d) other knowledgeable professional. The person signing the documentation must have assisted the victim in addressing domestic violence, dating violence, or stalking, or the effects of the abuse. The person signing the documentation must attest under penalty of perjury to his or her belief that the incident or incidents in question are bona fide incidents of abuse. The victim of domestic violence, dating violence, or stalking must also sign the documentation; OR
 - c. Producing a Federal, State, tribal, territorial, or local police or court record. [42 U.S.C. § 1437f(ee)(1)(C).]
6. All denial of assistance letters will notify applicants of VAWA's protections and that they may seek an informal review if they believe that the denial of assistance was related to acts of domestic violence, dating violence, or stalking committed against the applicant.
7. If because of safety concerns a victim of domestic violence, dating violence, or stalking is unwilling or unable to provide information or identification ordinarily required to confirm

eligibility, efforts will be made to otherwise establish eligibility and alternative sources and methods of verification will be accepted.

Admissions: Break Up of Family on the Waiting List

If a family on the waiting list breaks up, the PHA has discretion to determine which family members will retain the family's position on the waiting list. However, if a court assigns the family's position on the waiting list to particular family members in a divorce or separation under a settlement or judicial decree, the PHA must assign the waiting list position as directed by the court.

In the absence of a judicial decision, the PHA will consider the following factors: (1) the interest of any minor children, including custody arrangements, (2) the interest of any ill, elderly, or disabled family members, (3) any possible risks to family members as a result of domestic violence or criminal activity, and (4) the recommendations of social service professionals.

The PHA will prioritize victims of actual or threatened domestic violence, dating violence, or stalking where that violence is a contributing cause of the household breakup. However, if there are minor children in the family and the children do not primarily reside with the victim, the PHA may choose not to apply this subsection in order to keep the assistance with the children.

Absent Family Members

Prior to determining that a family member or a family has abandoned an assisted unit, the PHA shall take into account the role domestic violence, dating violence, or stalking played in the absence.

Termination of Rental Assistance

The Housing Authority may not terminate assistance to a participant in the voucher program on the basis of an incident of actual or threatened domestic violence, dating violence, or stalking against that participant. [42 U.S.C. § 1437f(o)(20)(A).]

Criminal activity directly relating to actual or threatened domestic violence, dating violence, or stalking shall not be considered a serious or repeated violation of the lease by the victim of that criminal activity. [42 U.S.C. § 1437f(o)(20)(B).]

If there is alleged criminal activity, fraud or any other cause for termination from the Section 8 program, the Housing Authority shall consider whether domestic violence, dating violence, or stalking played a role in such activity prior to deciding whether to terminate the family from the program. The Housing Authority shall not terminate a victim of domestic violence, dating violence, or stalking from the program due to the criminal activity of the perpetrator. If the abuse perpetrator is part of the family being assisted, the Housing Authority shall consider terminating only the abuser from the program. However, the Housing Authority may exercise discretion to ensure that the Section 8 assistance remains with the children.

All termination notices will notify participants of VAWA's protections and that they may seek an informal hearing if they believe that the termination is based on acts of domestic violence, dating violence, or stalking committed against the participant.

Bifurcation of Rental Assistance

The Housing Authority may terminate assistance to a household member who engages in criminal acts of physical violence against family members or others, without terminating assistance to, or otherwise penalizing, the victim of such violence. The Housing Authority's right to exercise this discretion is not dependent on a bifurcated lease or other eviction action by the owner against an individual family member. [42 U.S.C. §§ 1437f(o)(7)(D)(ii), 1437f(o)(20)(D)(i).]

When rent for a Section 8 unit has previously been determined based on the income of an abusive family member who has left the household or been excluded from the household by a domestic violence restraining order or injunction or other court order, rent for the unit will immediately be adjusted to reflect the household's changed circumstances.

Break-Up of an Assisted Family

The PHA has discretion to determine which members of an assisted family will continue to receive assistance if the family breaks up. However, if a court determines the disposition of property between members of the assisted family in a divorce or separation under a settlement or judicial decree, the PHA must assign the assistance as directed by the court.

In the absence of a judicial decision, or an agreement among the original family members, the PHA will determine which family retains their placement on the waiting list, or will continue to receive assistance taking into consideration the following factors: (1) the interest of any minor children, including custody arrangements, (2) the interest of any ill, elderly, or disabled family members, (3) any possible risks to family members as a result of domestic violence or criminal activity, and (4) the recommendations of social service professionals.

The PHA will prioritize victims of actual or threatened domestic violence, dating violence, or stalking where that violence is a contributing cause of the household breakup. However, if there are minor children in the family and the children do not primarily reside with the victim, the PHA may choose not to apply this subsection in order to keep the assistance with the children.

If the family members are forced to leave the unit because of actual or threatened domestic violence, dating violence, or stalking by other members of the household, the PHA may terminate the HAP contract for the original assisted unit and transfer the assistance to the family members forced to leave.

Honoring Court Orders

Nothing in this Plan may be construed to limit the authority of the Housing Authority to honor court orders addressing rights of access or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members in cases where a family breaks up. [42 U.S.C. § 1437f(o)(20)(D)(ii).]

Lease Violations Unrelated to Domestic Violence

Nothing in this Plan limits any otherwise available authority of the Housing Authority to terminate assistance to a tenant for any violation of a lease not premised on acts of violence against the tenant or a member of the tenant's household, provided that the Housing Authority does not subject an individual who is or has been a victim of domestic violence, dating violence, or stalking to a more demanding standard than other tenants in determining whether to terminate. [42 U.S.C. § 1437f(o)(20)(D)(iii).]

Actual and Imminent Threat to Others at the Property

Nothing in this Plan limits the authority of the PHA to terminate the assistance of any occupant who can be demonstrated to pose an actual or imminent threat to other tenants or the property's employees. [Department of Housing and Urban Development, Violence Against Women and Department of Justice Reauthorization Act of 2005, 72 Fed. Reg. 12,696 (Mar. 16, 2007).]

Relationship to Other Laws

Nothing in this Plan shall be construed to supersede any Federal, State, or local law that provides greater protection than this section for victims of domestic violence, dating violence, or stalking. [42 U.S.C. § 1437f(o)(20)(D)(v).]

Rights and Obligations of Section 8 Owners Under VAWA

Restrictions on Terminations of Tenancies

An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence and will not be good cause for terminating the tenancy or occupancy rights of the victim of such violence. [42 U.S.C. § 1437f(o)(7)(C).]

Criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be cause for termination of the tenancy or occupancy rights, if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that domestic violence, dating violence, or stalking. [42 U.S.C. §§ 1437f(o)(7)(D).]

Authorization of a Section Owner to Bifurcate Lease

An owner or manager may bifurcate a lease to evict, remove, or terminate occupancy rights to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant. Such eviction shall be effected in accordance with the procedures prescribed by Federal, State, and local law for the termination of leases under the relevant program of HUD-assisted housing. [42 U.S.C. § 1437f(o)(7)(D)(ii).]

Responsibility of Section 8 Owners to Honor Court Orders

Nothing in this Plan limits the authority of an owner or manager, when notified, to honor court orders addressing rights of access to or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members in cases where a family breaks up. [42 U.S.C. § 1437f(o)(7)(D)(iii).]

Section 8 Owner's Authority to Evict for Lease Violations Unrelated to Domestic Violence

Nothing in this Plan limits any otherwise available authority of an owner or manager to evict a tenant for any violation of a lease not premised on the act or acts of violence in question against the tenant or a member of the tenant's household, provided that the owner or manager does not subject an individual who is or has been a victim of domestic violence, dating violence, or stalking to a more demanding standard than other tenants in determining whether to evict. [42 U.S.C. § 1437f(o)(7)(D)(iv).]

Actual and Imminent Threat to Other Tenants or Employees at the Property

- A. Nothing in this Plan limits the authority of an owner or manager to terminate assistance to a tenant if the owner or manager can demonstrate an actual and imminent threat to other tenants or

employees at the property if that tenant is not terminated from assistance. [42 U.S.C. § 1437f(o)(7)(D)(v).]

B. The owner or manager should examine:

- a. Whether the threat is toward a tenant or employee other than the victim of domestic violence, dating violence, or stalking;
- b. Whether the threat is a physical danger beyond a speculative threat; and
- c. Whether the threat is likely to happen within a short period of time.

Portability

Even if moving would otherwise constitute a violation of the lease, a Section 8 voucher family may move to another dwelling and continue to receive rental assistance if the family has complied with all program obligations and is moving to protect the health or safety of an individual who is or has been a victim of domestic violence, dating violence, or stalking. The Housing Authority may request that the family provide the HUD-approved certification form or other documentation to verify the family's claim that the request to move is prompted by incidences of abuse. [42 U.S.C. §1437f(r)(5).]

If it is necessary for a family member to break a lease in order to escape domestic violence, dating violence, or stalking, the Housing Authority shall not terminate the victim from the Section 8 program.

Under extraordinary circumstances, including situations involving domestic violence, dating violence, or stalking, the Housing Authority may consider allowing more than one move in a 12-month period.

Certification of Domestic Violence, Dating Violence, or Stalking

If an individual seeks to assert the protections of the Violence Against Women Act, the owner, manager, or the Housing Authority may request that the individual provide documentation establishing that the individual is a victim of actual or threatened domestic violence, dating violence, or stalking. Requests for documentation shall be in writing. The individual shall provide such documentation within 14 business days (*i.e.*, Saturdays, Sundays, and holidays will not count in determining the number of days) after the individual receives a written request for such certification from the owner, manager, or Housing Authority. [42 U.S.C. § 1437f(ee)(1)(A).]

If the individual does not provide the documentation within 14 business days after the individual receives a request in writing for such documentation, the owner, manager, or housing authority may evict or terminate the assistance of any individual who committed a lease violation. The owner, manager, or Housing Authority may extend the 14-business-day deadline at their discretion. [42 U.S.C. § 1437f(ee)(1)(B).]

An individual may satisfy the certification requirement in any of the following ways:

- Completing a HUD-approved certification form verifying that the individual is a victim of domestic violence, dating violence, or stalking, and that the incident or incidents in question are bona fide incidents of actual or threatened abuse. The Housing Authority will work with the victim to ensure that delivery of the certification form does not endanger the victim's safety; OR
- Providing the requesting owner, manager, or Housing Authority with documentation signed by any of the following third parties: (a) an employee, agent, or volunteer of a victim service provider; (b) an attorney; (c) a medical professional; or (d) other knowledgeable professional. The person signing the documentation must have assisted the victim in addressing domestic violence, dating violence, or stalking, or the effects of the abuse. The person signing the

documentation must attest under penalty of perjury to his or her belief that the incident or incidents in question are bona fide incidents of abuse. The victim of domestic violence, dating violence, or stalking must also sign the documentation; OR

- Producing a Federal, State, tribal, territorial, or local police or court record. [42 U.S.C. § 1437f(ee)(1)(C).]

Nothing in this Plan shall be construed to require the owner, manager, or Housing Authority to demand that an individual produce official documentation or physical proof of the individual's status as a victim of domestic violence, dating violence, or stalking in order to receive any of VAWA's protections. At their discretion, the owner, manager, or Housing Authority may provide VAWA's protections to an individual based solely on the individual's statement or other corroborating evidence. [42 U.S.C. § 1437f(ee)(1)(D).]

Confidentiality

All information provided to the owner, manager, or Housing Authority related to an individual's status as a victim of domestic violence, dating violence, or stalking, shall be retained in confidence by the owner, manager, or Housing Authority, and shall neither be entered into any shared database nor provided to any related entity, unless disclosure is:

- requested or consented to by the individual in writing;
- required for use in an eviction proceeding (such as to evict the perpetrator); or
- otherwise required by applicable law.

[42 U.S.C. 1437f(ee)(2)(A).]

If disclosure is required for use in an eviction proceeding or is otherwise required by applicable law, the PHA will inform the victim before disclosure occurs so that safety risks can be identified. If disclosure of the information would place the victim's safety at risk, the PHA will work with the victim to determine whether there are alternatives to disclosure.

Information that might endanger a victim of domestic violence, such as the address to which an individual fleeing a perpetrator has relocated, will be kept strictly confidential and will not be shared with any person outside the Housing Authority unless the individual voluntarily waives confidentiality.

Voucher Program – Notification

The Housing Authority shall provide notice to tenants assisted under the voucher program of their rights under the Violence Against Women Act, including their right to confidentiality. [42 U.S.C. 1437f(ee)(1)(B).] The Housing Authority will provide notification of VAWA in the following ways:

- i. By including information regarding VAWA in orientations and briefing packets for new participants.
- ii. By posting information regarding VAWA in the Housing Authority's offices.
- iii. By posting information regarding VAWA on the Housing Authority's website.
- iv. By informing participants of their rights under VAWA during the annual recertification.
- v. By including information regarding VAWA in all program violation notices, termination letters, and denial of assistance letters.

Violence Against Women Act (VAWA): Language to Include in the Public Housing ACOP

Admission

- a. That an applicant is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate basis for denial of program assistance or for denial of admission, if the applicant otherwise qualifies for admission. [42 U.S.C. §§ 1437f(c)(9)(A) and (o)(6)(B).]
- b. In determining eligibility for housing assistance in cases where the Housing Authority has become aware that the household includes a victim of domestic violence, and when screening reveals negative and potentially disqualifying information, such as poor credit history, previous damage to an apartment, or a prior arrest, inquiries will be made regarding the circumstances contributing to this negative reporting, to ascertain whether these past events were the consequence of domestic violence against a member of the applicant household.
- c. Any such inquiries will make clear that members of applicant households have a right to keep any history of domestic violence against them confidential.
- d. When inquiries reveal that the negative reporting was the consequence of domestic violence against a member of the applicant household, the applicant household will not be denied housing assistance on the basis of this reporting, provided that the perpetrator of domestic violence is not a member of the applicant household.
- e. The Housing Authority may ask for a statement or documentation establishing that the negative history was the consequence of domestic violence, dating violence, or stalking. The applicant shall have fourteen business days (i.e. weekends and holidays will not count in determining the deadline) to provide such documentation. The Housing Authority may grant extensions to the fourteen-day-deadline if the applicant demonstrates good cause. The applicant can satisfy the documentation request in any of the following ways:
 - a. Completing a HUD-approved certification form verifying that the individual is a victim of domestic violence, dating violence, or stalking, and that the incident or incidents in question are bona fide incidents of actual or threatened abuse. Such certification shall include the name of the perpetrator. The Housing Authority will work with the victim to ensure that delivery of the certification form does not endanger the victim's safety.; OR
 - b. Providing the requesting owner, manager, or Housing Authority with documentation signed by any of the following third parties: (a) an employee, agent, or volunteer of a victim service provider; (b) an attorney; (c) a medical professional; or (d) other knowledgeable professional. The person signing the documentation must have assisted the victim in addressing domestic violence, dating violence, or stalking, or the effects of the abuse. The person signing the documentation must attest under penalty of perjury to his or her belief that the incident or incidents in question are bona fide incidents of abuse. The victim of domestic violence, dating violence, or stalking must also sign the documentation; OR
 - c. Producing a Federal, State, tribal, territorial, or local police or court record. [42 U.S.C. § 1437f(ee)(1)(C).]

All denial of assistance letters will notify applicants of VAWA's protections and that they may seek an informal hearing if they believe that the denial of assistance was related to acts of domestic violence, dating violence, or stalking committed against the applicant. In accordance with the PHA's Limited English Proficiency Plan, the notice must be in a language that is understood by the individual if the individual is not proficient in English.

- f. Nothing in this Plan shall be construed to require the public housing agency to demand that an individual produce official documentation or physical proof of the individual's status as a victim of domestic violence, dating violence, or stalking in order to receive any of the benefits provided

in this section. At their discretion, the public housing agency may provide benefits to an individual based solely on the individual's statement or other corroborating evidence.

- g. If because of concerns for his or her safety a victim of domestic violence is unwilling or unable to provide information or identification ordinarily required to confirm eligibility for public housing, efforts will be made to otherwise establish eligibility and alternative sources and methods of verification will be accepted.

Absent Family Members

Prior to determining that a family member or a family has abandoned an assisted unit, the PHA shall take into account the role domestic violence, dating violence, or stalking played in the absence.

Termination of Tenancy

An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence and will not be good cause for terminating the tenancy or occupancy rights of the victim of such violence. [42 U.S.C. § 1437d(l)(5).]

Criminal activity directly relating to actual or threatened domestic violence, dating violence, or stalking shall not be considered a serious or repeated lease violation by the victim of that criminal activity. [42 U.S.C. § 1437d(l)(6).]

In cases of criminal activity on or off the property, the Housing Authority shall consider whether the activity in question was due to incidents of domestic violence, dating violence, or stalking, in its use of discretion around whether to terminate a lease. The Housing Authority shall give tenants an opportunity, through a grievance hearing and/or in a court proceeding, to present evidence that supports continuing the tenancy.

All eviction notices will notify participants of VAWA's protections and that they may seek a grievance hearing if they believe that the lease violation is based on acts of domestic violence, dating violence, or stalking committed against the participant.

Lease Violations Unrelated to Domestic Violence

Nothing in this Plan limits any otherwise available authority of the Housing Authority to terminate assistance to a tenant for any violation of a lease not premised on the act or acts of violence in question against the tenant or a member of the tenant's household, provided that the Housing Authority does not subject an individual who is or has been a victim of domestic violence, dating violence, or stalking to a more demanding standard than other tenants in determining whether to terminate. [42 U.S.C. § 1437d(l)(6)(D).]

Cases in Which Tenant's Presence Is an Actual and Imminent Threat to Other Tenants or Employees at the Property

- A. Nothing in this provision may be construed to limit the authority of the Housing Authority to terminate the tenancy of any tenant if the Housing Authority can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant's tenancy is not terminated. [42 U.S.C. § 1437d(l)(6)(E).]
- B. The Housing Authority will examine:
 - a. Whether the threat is toward a tenant or employee other than the victim of domestic violence, dating violence, or stalking;
 - b. Whether the threat is a physical danger beyond a speculative threat;

- c. Whether the threat is likely to happen within a short period of time; and
 - d. Whether the threat can be eliminated by taking steps short of termination, such as assisting the victim to relocate to a confidential location.
- C. If the tenant wishes to contest the Housing Authority's determination that he or she is an actual and imminent threat to other tenants or employees, the tenant may do so as part of the grievance hearing.

Bifurcation of the Lease

The Housing Authority may remove a household member from a lease, without regard to whether the household member is a signatory to a lease, in order to evict, remove, or terminate the occupancy rights of any individual who engages in criminal acts of physical violence against family members or others, without terminating the tenancy rights of the victim of such violence. Eviction of the perpetrator shall be effected in accordance with the procedures prescribed by Federal, State, and local law for the termination of leases or assistance under the relevant program of HUD-assisted housing. [42 U.S.C. § 1437d(l)(6)(B).]

When rent for a public housing unit has previously been determined based on the income of an abusive family member who has left the household or been excluded from the household by a domestic violence restraining order or injunction or other court order, rent for the unit will immediately be adjusted to reflect the household's changed circumstances.

Obligation to Honor Court Orders

Nothing in this Plan may be construed to limit the authority of the Housing Authority, when notified, to honor court orders addressing rights of access to or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members in cases where a family breaks up. [42 U.S.C. § 1437d(l)(6)(C).]

Relationship to Other Laws

Nothing in this Plan shall be construed to supersede any provision of any Federal, State, or local law that provides greater protection than this section for victims of domestic violence, dating violence, or stalking. [42 U.S.C. § 1437d(l)(6)(F).]

Certification [42 U.S.C. § 1437d(u)(1)(A), (B)]

If an individual seeks to assert the protections of the Violence Against Women Act, the owner, manager, or the Housing Authority may request that the individual provide documentation establishing that the individual is a victim of actual or threatened domestic violence, dating violence, or stalking. Requests for documentation shall be in writing. The individual shall provide such documentation within 14 business days (*i.e.*, weekends and holidays will not count in determining the number of days) after the individual receives a written request for such certification from the owner, manager, or Housing Authority. [42 U.S.C. § 1437d(u)(1)(A).]

If the individual does not provide the documentation within 14 business days after the individual receives a request in writing for such documentation, the owner, manager, or housing authority may evict or terminate the assistance of any individual who committed a lease violation. The owner, manager, or Housing Authority may extend the 14-business-day deadline at their discretion. [42 U.S.C. § 1437d(u)(1)(B).]

An individual may satisfy the certification request in any of the following ways –

- Completing a HUD-approved certification form verifying that the individual is a victim of domestic violence, dating violence, or stalking, and that the incident or incidents in question are bona fide incidents of actual or threatened abuse. Such certification shall include the name of the perpetrator. The Housing Authority will work with the victim to ensure that delivery of the certification form does not endanger the victim's safety; OR
- Providing the requesting owner, manager, or Housing Authority with documentation signed by any of the following third parties: (a) an employee, agent, or volunteer of a victim service provider; (b) an attorney; (c) a medical professional; or (d) other knowledgeable professional. The person signing the documentation must have assisted the victim in addressing domestic violence, dating violence, or stalking, or the effects of the abuse. The person signing the documentation must attest under penalty of perjury to his or her belief that the incident or incidents in question are bona fide incidents of abuse. The victim of domestic violence, dating violence, or stalking must also sign the documentation; OR
- Producing a Federal, State, tribal, territorial, or local police or court record. [42 U.S.C. § 1437d(u)(1)(C).]

Nothing in this Plan shall be construed to require the owner, manager, or Housing Authority to demand that an individual produce official documentation or physical proof of the individual's status as a victim of domestic violence, dating violence, or stalking in order to receive any of VAWA's protections. At their discretion, the owner, manager, or Housing Authority may provide VAWA's protections to an individual based solely on the individual's statement or other corroborating evidence. [42 U.S.C. § 1437d(u)(1)(D).]

Confidentiality [42 U.S.C. § 1437d(u)(2)(A)]

All information provided to the Housing Authority related to an individual's status as a victim of domestic violence, dating violence, or stalking shall be retained in confidence by the Housing Authority, and shall neither be entered into any shared database nor provided to any entity, unless disclosure is:

- requested or consented to by the individual in writing;
- required for use in an eviction proceeding; or
- otherwise required by applicable law.

Information that might endanger a victim of domestic violence, such as the address to which an individual fleeing a perpetrator has relocated, will be kept strictly confidential and will not be shared with any person outside the Housing Authority unless the individual voluntarily waives confidentiality.

Notification [42 U.S.C. § 1437d(u)(2)(B).]

The Housing Authority shall provide notice to tenants assisted under the public housing program of their rights under the Violence Against Women Act, including their right to confidentiality. The Housing Authority will provide notification of VAWA in the following ways:

- I. By including information regarding VAWA in orientations and briefing packets for new participants.
- II. By posting information regarding VAWA in the Housing Authority's offices.

- III. By posting information regarding VAWA on the Housing Authority's website.
- IV. By informing tenants of their rights under VAWA during the annual recertification.
- V. By including information regarding VAWA in all program violation notices, eviction notices, and denial of assistance letters.

Transfers

- A. *Application for transfer.* In situations that involve significant risk of harm to an individual as a result of incidents or threats of domestic violence, dating violence, or stalking, the Housing Authority will, if an approved unit size is available at a location that may reduce the risk of harm, approve transfer by a public housing tenant to a different unit in order to reduce the level of risk to the individual. A tenant who requests transfer must attest in such application that the requested transfer is necessary to protect the health or safety of the tenant or another member of the household who is or was the victim of domestic violence, dating violence, or stalking and who reasonably believes that the tenant or other household member will be imminently threatened by harm from further violence if the individual remains in the present dwelling unit.
- B. *Action on applications.* The Housing Authority will act upon such an application within 14 business days.

Linkages with Community Resources

When the Housing Authority becomes aware that an individual is experiencing or has experienced domestic violence, the Housing Authority may refer him or her to domestic violence advocates. The Housing Authority will also inform the individual that local legal services agencies are available to provide assistance and representation to domestic violence victims in obtaining and maintaining personal protection orders, custody orders, exclusive use of the home, and other necessary legal remedies for victims of domestic violence; and that the Police Department is available for emergency response and intervention.

To be included in ACOP and Administrative Plan:

Definitions (Glossary) [42 U.S.C. § 13925(a)(6)-(8); 42 U.S.C. § 1437f(f)(8)-(11)]

“Domestic violence” is defined as felony or misdemeanor crimes of violence committed by:

- (1) a current or former spouse of the victim;
- (2) a person with whom the victim shares a child in common;
- (3) a person who is cohabitating with or has cohabitated with the victim as a spouse;
- (4) a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies;
- (5) any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

“Dating violence” is defined as violence committed by a person--

- (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; AND
- (B) where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - (i) The length of the relationship.
 - (ii) The type of relationship.
 - (iii) The frequency of interaction between the persons involved in the relationship.

“Stalking” is defined as:

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

“Immediate family member” means, with respect to a person –

- (1) a spouse, parent, brother or sister, or child of that person, or an individual to whom that person stands in loco parentis; or
- (2) any other person living in the household of that person and related to that person by blood or marriage.



TALLAHASSEE HOUSING AUTHORITY

2940 GRADY ROAD
TALLAHASSEE FL 32312
(850) 385-6126
FAX (850) 386-5534
TDD 1-800-555-1833 ext. 846

BRENDA WILLIAMS
Executive Director

TO: Brenda Williams
Executive Director

CC: THA Board of Commissioners

FROM: Laura Detsch
Deputy Director

DATE: 04/05/2012

RE: THA Annual Plan

HUD states it best, "The PHA Plan is a comprehensive guide to public housing agency (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals."

The parts of the plan include our: mission statement, goals and objectives, review of some of our current policies as listed by HUD, financial resources, capital fund program, and the housing needs of the community.

The schedule to meet the deadlines associated with a timely submission of the Annual Plan to HUD is as follows:

December 21, 2011	Committee, along with Brenda and Anthony, met to discuss our schedule and to determine each person's responsibilities.
December 29, 2011	Letters went to all Section 8 Clients notifying them of a meeting on January 5, 2012 at the Springfield Community Center at 6pm to discuss the Resident Advisory Board and the Annual Plan.
January 5, 2012	Met with the Section 8 clients and went over their responsibilities as the Resident Advisory Board (RAB) members and the content of the Annual Plan.
January 16, 2012	The draft of the 2012 Annual Plan was completed.
January 25 & 27, 2012	Advertisement ran in the local newspaper notifying the general public of the availability of the Annual Plan for review and the schedule of the public meetings (45 days after publication of notice)
January 27, 2012	Notice went out to all Public Housing residents and RAB members notifying them of the availability of the plan at each site office for their review
February 1, 2012	Met with OAUTA Board to review the 2012 Annual Plan
February 3, 2012	Board of Commissioners received the draft of the 2012 5yr/Annual Plan
February 8, 2012	Both Public Housing and Section 8 Clients gathered together at 6pm to form the Resident Advisory Board to review and comment on the plan.

February 9, 2012	The THA Board of Commissioners held their monthly meeting and it was determined that Brenda Williams would present the plan at the public hearings rather than a Board Member.
March 12, 2012	First public meeting (45 days after notice of availability of plan) was held at the Springfield Community Center at 6pm
March 13, 2012	Second public meeting (45 days after notice of availability of plan) was held at the Orange Avenue Community Center at 6pm
March 14, 2012	Third public meeting (45 days after notice of availability of plan) was held at the Terry Fregly Community Center at 6pm
April 1, 2012	All comments on the plan are due.
April 2, 2012	Final meeting with the RAB (Resident Advisory Board) to review the changes and provide final comments.
April 4, 2012	THA responded to the comments received. The merged document provides THA response to each comment.
April 12, 2012	Completed plan will be presents to the Board of Commissioners for review and approval.
April 13, 2012	2012 Annual Plan will be submitted to HUD -- due date April 15 th
June, 2012	Meet with clients to update the status of their comments and discuss any new issues.
September, 2012	Meet with clients to update the status of their comments and discuss any new issues.
December, 2012	Meet with clients to update the status of their comments and discuss any new issues.



NOTICE OF PUBLIC HEARING

A draft copy of the 2012 Annual Plan and update to the Five Year Plan are available for review at all site offices of the Tallahassee Housing Authority (THA). (2940 Grady Rd., 1700 #15 Joe Louis St., 2710 Country Club Dr., 605 Steele Dr.) Office hours are 8:00am to 5:00pm Monday through Friday.

The public hearings will be held **March 12 – 1702 Joe Louis St @ 6pm; March 13 – 2710 Country Club Dr @ 6pm; and March 14 – 2940-1 Grady Rd @ 6pm** for the following purpose:

Provide an opportunity for members of the Tallahassee community, both residents and non-residents, to provide their comments regarding the THA's 2012 PHA Plan and update of the Five Year Plan.

The Tallahassee Housing Authority will provide services or devices that allow persons, with sensory, manual, and speaking disabilities to have an equal opportunity to participate in its programs or activities. If such services or devices are needed, THA must be notified within 5 working days prior to the particular meeting, program or activity, so that provisions can be made. For assistance please call (850) 205-1679, TTY 1-800-555-1833 ext. 846 or laura@tallha.org. All meetings are open to the public.

Comments on the plan will be accepted up to March 30, 2012 until close of business.

The Tallahassee Housing Authority will not discriminate on the basis of race, color, national origin, religion, sex, disability, familial status, or age. Equal Housing Opportunity.

TALLAHASSEE DEMOCRAT

Tallahassee.com

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TO: LAURA DETSCH

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DEPT: _____

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FAX NUMBER: 850-523-9642

AD NUMBER: 9263019

FROM: Cassandra Moore

DEPT: Classified Advertising

DIRECT LINE: 850-599-2214

FAX NUMBER: 850-599-2347

EMAIL: tdlegals@tallahassee.com

DATE: 1/24/12 EMAIL _____

Comments:

Please proofread the following ad(s) for errors. If there are any corrections to be made, fax the corrections to the above number before 2:00 p.m. The total cost of the ad (s) is due **\$220.90** and the ad (s) is scheduled to run **JANUARY 25 & 27, 2012.**

THE AD(S) WILL NOT RUN UNLESS CONFIRMATION IS RECEIVED BEFORE DEADLINE. PAYMENT IS REQUIRED BEFORE PUBLICATION.

PLEASE INCLUDE YOUR ACCOUNT NUMBER ON FUTURE LEGAL ADVERTISEMENT(S). FOR YOUR RECORDS YOUR ACCOUNT NUMBER IS ABOVE.

If the ad(s) are correct, please sign this as confirmation and fax it back to the above number before 4:00 p.m. today. If you work at an agency that requires a purchase order for billing purposes, please provide the number here: _____

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PUBLICATION: JANUARY 25 and 27, 2012

NOTICE

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NOTICE

To: Resident Advisory Board Members

From: Brenda Williams, Executive Director

Date: January 27, 2012

RE: Resident Advisory Board meeting Tallahassee Housing Authority 2012 Annual Agency Plan

The Tallahassee Housing Authority invites you to review and inspect its Annual 2012 Agency Plan along with applicable attachments at your site office beginning Friday, January 27, 2012, during normal business hours. **The Resident Advisory Board (RAB) will meet on Wednesday, February 8, 2012, at 6:00pm at the Springfield Community Center, 1702 Joe Louis St., Tallahassee.** In addition to the RAB meeting, public hearings on the plan will take place at each public housing site office on the date and times shown below. In addition to reviewing the agency plan, you will have the opportunity to meet the new Executive Director, Brenda Williams.

- Springfield Complex, 1702 Joe Louis St
Monday, March 12 @ 6pm
- Orange Avenue, 2710 Country Club Dr
Tuesday, March 13 @ 6pm
- Pinewood Place, 2940-1 Grady Rd
Wednesday, March 14 @ 6pm

I can be reached at 205-1674 if additional information is needed.

CC: THA, Board of Commissioners
Laura Detsch, Deputy Director
Joan Doby, Director of Asset Management
Wilford Evans, Acting Manager – Springfield Complex
Linda Brown, Project Manager – Orange Ave complex
Deborah Lee, Project Manager – Pinewood + complex
Oliver Hill, OAUTA
COT, Economic and Community Development
Leon County Housing
Resident Advisory Board

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