

PHA 5-Year and Annual Plan

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

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

1.0	PHA Information PHA Name: THE HOUSING AUTHORITY OF THE CITY OF JACKSON, MISSISSIPPI PHA Code: MS103 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): JULY 1, 2012				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: 164 Number of HCV units: 512				
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" 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: <p style="text-align: center;">It is the mission of the Housing Authority of the City of Jackson, Mississippi to be the leader in our community in providing quality and affordable housing, while maintaining a safe environment, supported by programs and services to encourage economic improvement, personal empowerment and home ownership.</p>				
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. <p style="text-align: center;">See Attachment 1 and Attachment 1.1</p>				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. <p style="text-align: center;">See Attachment 2</p>				
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable. <p style="text-align: center;">See Attachment 3</p>				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. <p style="text-align: center;">See Attachment 4</p>				
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing. <p style="text-align: center;">See Attachment 4</p>				
8.2	Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. <p style="text-align: center;">See Attachment 4</p>				
8.3	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.				
9.0	Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. <p style="text-align: center;">See Attachment 5</p>				

9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. See Attachment 5.1</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>See Attachment 6 (to include VAWA)</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>See Attachment 7</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

Attachment 1

Goals and Objectives

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

1. PHA Goal: Expand the supply of assisted housing

Objectives:

- Apply for additional rental vouchers
- Reduce public housing vacancies
- Develop public/private partnerships to create affordable housing
- Leverage private or other public funds to create additional housing opportunities
- Acquire or build units or developments:

Due to the demolition of 184 units of public housing at Whiterock Apartments and 152 units of public housing at Willow Grove Apartments, JHA will continue to implement steps to increase the housing inventory according to area needs, which includes continuing its plan to increase JHA associated housing stock by fiscal year end 2012. JHA acquired properties in the Midtown area during fiscal year 2009. The first part of Phase I of this project included acquisition and demolition of existing housing units. ARRA funds were obtained to supplement the cost of the project. All ARRA funds were obligated and expended in a timely manner. New Construction of affordable housing began during FY 2010 and will continue until the end of FY 2012.

During Fiscal Year 2012, JHA will continue to examine its options for the Agape property including selling the property. Other options may include:

- **Public/Private Partnerships Utilizing Mixed Finance Approach**
 - **Low Income Housing Tax Credits**
 - **Tax-exempt Bond Proceeds**
 - **Federal, State and Local Grants**
 - **Conventional loans**

2. PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score) **82**

The majority of JHA's public housing stock is more than 40 years old. During FY 2012, JHA will continue its work to improve the physical conditions of all properties thereby improving its REAC/UPCS inspection score (part of the overall PHAS score). Last year, JHA made substantial repairs to Golden Key Apartments that included:

- **Total Re-Roofing of 2 buildings affecting 102 apartments**
 - **Exterior Repairs to all outside Stairways**
 - **Repairs to Mechanical Systems and Replacement of HVAC units**
 - **Repairs to Doors - Hardware/Locks as identified in UPCS Report**
- **During the next two years (2012 & 2013), if funds are available, JHA will address the re-roofing of the third building**
 - Increase customer satisfaction:

To continue to increase services to residents, increase community partners and better communicate management strategies. It is important to management that residents and citizens of Jackson know that the Housing Authority is being proactive in meeting its mission.

After many complaints from residents, JHA plans to explore implementing a non-smoking policy in all public housing units (PIH Notice 2009-21).

- Concentrate on efforts to improve specific management functions:

The Housing Authority will continue to monitor and evaluate data to direct capital fund resources to those units and buildings that require the most attention and expect to reduce the need for maintenance as a result of such data.

- Renovate or modernize public housing units:

If funds are available, JHA will re-roof the third building at Golden Key during FY 2012.

JHA completed the Midtown Repairs Project, addressing repairs to the interior/exterior of the existing 12 Midtown properties. During FY 2012, JHA will continue to maintain these units.

Demolish or dispose of obsolete public housing:

As a result of HUD approved demolition/disposition application, 15.34 acres of vacant land located at former White Rock property will be disposed of at the Fair Market Value or via public and/or negotiated sale. Proceeds from the sale of the property will be used for acquisition, rehabilitation and new development of housing for low to moderate income families, including the elderly/disabled.

FY 2009, JHA negotiated the sale of vacant land at the former Willow Grove. Proceeds from the sale were used to supplement the cost of replacement housing at the Midtown Development Project.

FY 2012, JHA will continue to evaluate the environmental conditions of all properties prior to any purchase and will obtain approval from HUD.

- Provide replacement public housing:

JHA will continue to request replacement housing factor funds to assist with replenishing its housing stock due to demolition of obsolete public housing units. JHA will acquire new properties, place under ACC agreement and use as public housing units. JHA will also procure one or more Developers, creating public/private partnership to acquire, develop, redevelop and operate affordable housing developments in the City to assist JHA with the replacement of public housing units.

- Provide replacement vouchers:

JHA received relocation/replacement Section 8 housing vouchers during fiscal years 2003 and 2007. JHA will continue to apply for replacement vouchers when necessary.

3. PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Utilize voucher homeownership program:
- Implement public housing or other homeownership programs:

Ongoing is the homeownership program with the proceeds from sales being used to create new homeownership opportunities. Section 8 Program is also involved with the homeownership efforts.

- Implement public housing site-based waiting list
- JHA will consider converting public housing to vouchers when available and if the need arises
- Other:

JHA will consider seeking approval from HUD to project base some of its Section 8 vouchers if the need arises

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

1. PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement public housing security improvements:

Continue a law enforcement presence and/or private patrol presence at Golden Key and Midtown. JHA installed new security cameras and/or alarm systems at Golden Key and the new Midtown Development. During FY 2012, JHA will continue to upgrade when necessary and improve its comprehensive monitoring system using passive surveillance, in addition to working with and utilizing local law enforcement and a private patrol firm.

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:

Continue to partner with local employment agencies to assist with employment opportunities for residents. Provide opportunities for resident employment with the new construction of Midtown Housing.

- Provide or attract supportive services to improve assistance recipients' employability:

Continue to partner and establish new links with local institutions of higher education and other entities that promote upward mobility to the community through broad base skills training and through these links make available supportive services to improve assistance recipients' employment.

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.

JHA received funding for a ROSS Service Coordinator for Golden Key. JHA will continue to identify community resources serving the elderly and families with disabilities and expand existing community resources. Through these resources, JHA will make available supportive services to increase independence for the elderly or families with disabilities. JHA will continue to work with community partners in identifying gaps in services and develop ways to address those gaps.

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

1. PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

Continue to monitor JHA's implementation of fair housing provisions monthly.

JHA Staff will continue to attend fair Housing related trainings.

- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

Continue to investigate and resolve complaints completely and expeditiously monthly.

- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Continue utilizing the best in design to ensure accessibility and comply with the provision of 504. JHA will make sure any aspect of modernization and new construction work will incorporate provisions of 504 as part of minimum design guidelines.

- Other: (list below)

JHA will continue in FY 2012 to make every effort to invest in energy and green retrofit investment in the current and new properties

If financially feasible, JHA will apply competitively for an opportunity to convert assistance of its public housing project (Golden Key) to Section 8 project-based vouchers.

Attachment 1.1

Progress Report

The Housing Authority of the City of Jackson, MS continues to make progress in accomplishing the goals and objectives outlined in the 5 Year Plan. Accomplishments include:

Goal: Expand the supply of assisted housing

Accomplishments:

May 2009, the Housing Authority acquired 63 units of deteriorated houses that were demolished. New Construction has begun on twenty-two (22) new, energy efficient affordable, rental housing units. Sixteen (16) units should be complete and leased by April 2012. Six (6) additional units will be complete by May 2012.

Goal: Improve the quality of assisted housing

Accomplishments:

- JHA completed its major repairs to the existing twelve (12), single family Midtown Homes
- JHA successfully obligated and expended all of its ARRA grant funds. The final report has been submitted to HUD and an Independent Audit has been conducted.
- Golden Key Re-Roofing and Repairs project was complete in September 2012

Goal: Increase assisted housing choices

Accomplishments:

The Housing Authority continues to work with Community Landlords/Owners in providing housing assistance to all Section 8 Voucher participants. The Housing Authority currently has over 200 property owners assisting Section 8 Voucher participants.

Attachment 2

PHA Plan Update

A. Plan Elements Revised Since Last Annual Plan Submission

Increase the number of affordable housing units by:

JHA will continue to utilize capital funds, replacement housing funds, tax credits and/or development funds to create affordable housing opportunities.

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

JHA will continue to adopt rent policies to support and encourage work. All public housing units including the newly constructed Midtown units have a waiting list work preference.

Organize the public housing waiting list:

Site Based Waiting List was implemented for all public housing in FY 2010.

Families may be on more than one list simultaneously

- **Community wide**
- **New Midtown Development**
- **Golden Key Apartments**
- **Presidential Hills**

Preferences

- **Working Preferences have been implemented for all public housing including the New Midtown Development**

B. Location to Obtain Copy of PHA 5 Year and Annual Plan

JHA Central Office

2747 Livingston Road

Jackson, Mississippi 39213

Attachment 3

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

HOPE VI Revitalization grant in the Plan year?

If HOPE VI, Choice Neighborhoods and/or other Revitalization funds become available, JHA will consider applying.

Mixed-finance development activities for public housing in the Plan year?

During FY 2012, the Housing Authority will continue review its previous plans to develop the Agape Property to assist in its efforts to replace housing loss through demolition. If we decide to move forward, the housing plan will include a mixed financed approach to affordable housing to include low income housing tax credits, tax-exempt bonds, project basing Section 8 vouchers and other means of developing affordable housing.

If JHA decides not to move forward with a plan to develop the Agape Property, JHA will consider selling the property and use the net proceeds to develop replacement housing within the City of Jackson.

Also in FY 2012, JHA will procure one or more Developers to acquire, develop, redevelop and operate affordable housing developments in the City of Jackson to assist with the replacement of 314 public housing units that JHA demolished due to deterioration.

Project-Based Vouchers in the Plan year?

Although uncertain at this time, the Housing Authority will consider project-basing vouchers as a part of a development project. Project basing Vouchers would be consistent with the Housing Authority's plan to increase the availability of assisted affordable housing units and would help in replacing housing unit's loss due to demolitions. If pursued, the Housing Authority would not project-base more than 20% of its current 709 Vouchers. Final

notice concerning the Rental Assistance Demonstration project to convert assistance of public housing projects is expected August 1, 2012.

Attachment 5**Housing Needs**

The Housing Authority has reviewed the 2010 - 2015 City of Jackson's 5 year Consolidated Plan, the 2011 Annual Action Plans of the Consolidated Plan and the Housing Authority's Demographic Data (Public Housing and Section 8 Waiting list) and finds a consistency in the data showing the housing needs in the jurisdiction. The table below shows the estimated average housing needs based on data reviewed. The Overall Column is the estimated percentage (%) of renter families with housing needs. The remaining characteristics are rated from 1 to 5 with 1 being "no impact", and 5 being "severe impact".

Housing Needs of Families in the Jurisdiction							
by Family Type							
Family Type	Overall %	Affordability	Supply	Quality	Accessability	Size	Location
Income <= 30% of AMI	68%	5	5	5	2	4	5
Income >30% but <=50% of AMI	28%	4	5	5	2	4	5
Income >50% but <80% of AMI	4%	3	3	3	3	3	3
Elderly	16%	5	4	5	4	5	5
Black/Non Hisp.	80%						

Housing Needs of Families in the Jurisdiction							
by Family Type							
Family Type	Overall %	Affordability	Supply	Quality	Accessibility	Size	Location
White/Non Hisp.	20%						

Housing Needs based on JHA's Public Housing and Section 8 Waiting List is reflected in following tables:

Housing Needs of Families on the Waiting List			
Public Housing			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	551		15
Extremely low income <=30% AMI	319	58%	
Very low income (>30% but <=50%	113	21%	

Housing Needs of Families on the Waiting List			
Public Housing			
AMI)			
Low income (>50% but <80% AMI)	119	22%	
Families with children	379	69%	
Elderly families	37	7%	
Families with Disabilities	157	5%	
Hispanic/Other	0	0%	
White	19	5%	
Black	532	97%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	154	29%	
2 BR	174	32%	
3 BR	171	31%	
4 BR	43	8%	
5 BR	1	0%	
5+ BR	0	0%	

Housing Needs of Families on the Waiting List**Public Housing**

Is the waiting list closed (select one)? No Yes

If yes: **Golden Key Apartments is the only open waiting list**

Other waiting lists have been closed for at least 12 months:

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

Housing Needs of Families on the Waiting List**Section 8**

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/sub jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	1732		25
Extremely low income <=30% AMI	1496	87%	
Very low income (>30% but <=50% AMI)	215	13%	
Low income (>50% but <80% AMI)	21	2%	
Families with children	1698	98%	
Elderly families	24	1%	

Housing Needs of Families on the Waiting List			
Section 8			
Families with Disabilities	10	1%	
White	14	1%	
African Amer.	1718	99%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	179	10%	
2 BR	660	39%	
3 BR	711	41%	
4 BR	152	9%	
5 BR	26	2%	
5+ BR	4	1%	
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes:</p> <p><i>How long has it been closed (# of months)?</i> 48 Months</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>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</p>			

Attachment 5.1

Strategies for Addressing Housing Needs in Upcoming Year

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

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

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

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance
- Utilize capital funds, replacement housing funds, tax credits and/or development funds and public housing operating subsidy to create affordable housing opportunities

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

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

- Adopt rent policies to support and encourage work

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

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

Adopt rent policies to support and encourage work

Continue to seek available assistance to veterans

Housing Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

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

Housing Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

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

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

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

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

Strategy 2: Conduct activities to affirmatively further fair housing

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

Reasons for Selecting Strategies

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

Attachment 6

Additional Information

- A. Progress in meeting goals and objectives is listed under Attachment 1.1
- B. Significant amendment and Substantial deviation/Modification

The Housing Authority of the City of Jackson may amend or modify its annual or 5-year plan after submitting the plan to HUD. If the modifications are considered a “significant amendment” or “substantial modification”, the Housing Authority will comply with 24 CFR 903.21. The Housing Authority defines “significant amendment” or “substantial modification” as follows:

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

C. Continue to implement activities related to JHA Section 3 Plan (Attached)

D. Violence Against Women and Department of Justice Reauthorization Act of 2005

The Housing Authority of the City of Jackson, Mississippi (the “Housing Authority”) will amend its policies and procedures to address the requirements of the “Violence Against Women and Department of Justice Reauthorization Act.” The Act was signed into law on January 5, 2006 to address the following:

- 1. Provide information to applicants tenants, participants and landlords regarding their respective rights and responsibilities with regard to women who are victims of domestic violence, dating violence, or stalking.**
- 2. Provide training to Public Housing and/or Section 8 staff to consider the rights of applicants, tenants, and participants with regard to continued eligibility for housing assistance.**

The Housing Authority's Section 8 Program has historically offered a preference to victims of domestic violence who are displaced or who continue to reside with the perpetrator. The preference is the highest rated among all the preferences. To receive it, the victim agrees to not allow the perpetrator to become a member of the household, except where there are convincing circumstances that the perpetrator has corrected his/her behavior. If the Housing Authority has more than one applicant requesting the VAWA preference, then Date and Time will be the deciding factor. Therefore, VAWA will be preference #1 and Date and Time will be preference #2. The Housing Authority will implement the same practice in the Public Housing Program.

Capital Fund Program—Five-Year Action Plan

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

Part I: Summary						
PHA Name/Number		Locality (City/County & State)			Original 5-Year Plan	Revision No:
The Housing Authority of the City of Jackson MS						
A.	Development Number and 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>
	MS103-03 Golden Key MS103-04 Midtown HA Wide					
B.	Physical Improvements Subtotal	Annual Statement				
C.	Management Improvements				\$10,000	\$10,000
D.	PHA-Wide Non-dwelling Structures and Equipment		\$180,000	\$180,000	\$180,000	\$180,000
E.	Administration					
F.	Other		\$15,000	\$15,000	\$15,000	\$15,000
G.	Operations		\$25,000	\$25,000	\$15,000	\$15,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total		\$220,000	\$220,000	\$220,000	\$220,000

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY	Work Statement for Year <u>2013</u>			Work Statement for Year: <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	MS 103-03 Golden Key			MS 103-03 Golden Key		
Annual						
Statement	Energy Star Appliances	30	\$50,000	Energy Star Appliances	30	\$50,000
	Replace HVAC	25	\$120,000	Replace HVAC	25	\$130,000
	MS 103-04 Midtown			MS 103-04 Midtown		
	Front & Back Doors	6	\$10,000	Front & Back Doors	6	\$10,000
	HA Wide			HA Wide		
		4	\$40,000		4	\$30,000
	Software Equipment & Computer Upgrades			Software Equipment & Computer Upgrades		
	Subtotal of Estimated Cost		\$220,000	Subtotal of Estimated Cost		\$220,000

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY _____	Work Statement for Year			Work Statement for Year:		
	FFY 2015			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	MS 103-03 Golden Key			MS 103-03 Golden Key		
Annual						
Statement	Energy Star Appliances	30	\$50,000	Energy Star Appliances	30	\$50,000
	Replace HVAC	25	\$130,000	Replace HVAC	25	\$130,000
	MS 103-04 Midtown			MS 103-04 Midtown		
	Front & Back Doors	6	\$10,000	Front & Back Doors	6	\$10,000
	HA Wide			HA Wide		
		4	\$30,000		4	\$30,000
	Software Equipment & Computer Upgrades			Software Equipment & Computer Upgrades		
	Subtotal of Estimated Cost		\$220,000	Subtotal of Estimated Cost		\$220,000

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

Part I: Summary		Grant Type and Number		FFY of Grant: 2010	
PHA Name: Jackson Housing Authority		Capital Fund Program Grant No: MS26P103501-10		FFY of Grant Approval:	
Date of CFFP:		Replacement Housing Factor Grant No:			
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no:1)	
Original Annual Statement		Performance and Evaluation Report for Period Ending: 03/31/2012		Final Performance and Evaluation Report	
Summary by Development Account		Total Estimated Cost		Total Actual Cost ¹	
Line		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
3	1408 Management Improvements	\$4,423.00	\$4,423.00	\$4,423.00	\$0.00
4	1410 Administration (may not exceed 10% of line 21)	\$3,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$25,000.00	\$36,000.00	\$36,000.00	\$30,136.72
8	1440 Site Acquisition				
9	1450 Site Improvement	\$27,000.00	\$5,000.00	\$5,000.00	\$0.00
10	1460 Dwelling Structures	\$205,481.00	\$213,481.00	\$213,481.00	\$205,481.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$10,000.00	\$16,000.00	\$16,000.00	\$3,679.14
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				

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

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

Part I: Summary		FFY of Grant: 2010	
PHA Name: Jackson Housing Authority	Grant Type and Number Capital Fund Program Grant No: MS26P103501-10 Replacement Housing Factor Grant No: Date of CFPP:	FFY of Grant Approval:	
Type of Grant	<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2012	<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Final Performance and Evaluation Report	
	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Summary by Development Account	Total Estimated Cost	
Line		Original	Revised ²
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$324,904.00	\$324,904.00
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
		Date	
		4/16/12	
		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 II: Supporting Pages		Federal FFY of Grant: 2010					
PHA Name: Jackson Housing Authority		Grant Type and Number Capital Fund Program Grant No: MS26P103501-10 CFFP (Yes/ No): Replacement Housing Factor Grant No:					
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²
MS103-HA Wide	Operations Total 1406	1406	1 LS	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
				\$50,000.00	\$50,000.00	\$50,000.00	Complete
MS103-HA Wide	Supplement cost of computer upgrades and staff training Total 1408	1408	1 LS	\$4,423.00	\$4,423.00	\$4,423.00	\$0
				\$4,423.00	\$4,423.00	\$4,423.00	\$0
MS103-03	A&E Services Associated with major upgrades at Golden Key and Midtown such as roof, HVAC replacement, and ect.. Total 1430	1430	152 Units	\$25,000.00	\$36,000.00	\$36,000.00	\$30,136.72
				\$25,000.00	\$36,000.00	\$36,000.00	\$30,136.72
MS103-03	Parking Lot Resurfacing	1450	152 Units	\$12,000.00	\$1,500.00	\$1,500.00	
MS103-04	Site Drainage and Improvement, including Lanscaping Total 1450	1450	12 Units	\$15,000.00	\$3,500.00	\$3,500.00	
				\$5,000.00	\$5,000.00	\$5,000.00	\$0
MS103-03	Supplement the cost of roof and other upgrades (3 buildings)	1460	152 Units	\$198,481.00	\$206,481.00	\$206,481.00	
MS103-04	Installation of Gutter and Downspours Total 1460	1460	12 Units	\$7,000.00	\$7,000.00	\$7,000.00	
				\$205,481.00	\$213,481.00	\$213,481.00	\$205,481.00
MS103-04	Supplement Cost to replace appliances with Energy Star Total 1465.1	1465.1	12 Units	\$10,000.00	\$16,000.00	\$16,000.00	\$3,679.14
				\$10,000.00	\$16,000.00	\$16,000.00	\$3,679.14
MS103-HA Wide	Supplement Employee Salaries Total 1410	1410	1 LS	\$3,000.00	\$0.00	\$0	\$0
				\$3,000.00	\$0.00	\$0	\$0

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

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

Part I: Summary		FFY of Grant: 2011 FFY of Grant Approval:	
PHA Name: Jackson Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MS26R103501-10 Date of CFFP:	
Type of Grant	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input checked="" type="checkbox"/> Original Annual Statement	<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2012	<input checked="" type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Original	Revised ²
		Obligated	Expended
1	Total non-CFFP 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	\$579,414.00	\$579,414.00

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.
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⁴ RHF funds shall be included here.

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

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

Part I: Summary		FFY of Grant: 2011	
PHA Name: Jackson Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MS26R103501-10 Date of CFFP:	FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2012	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no:)	
Summary by Development Account		<input checked="" type="checkbox"/> Final Performance and Evaluation Report	
Line		Total Estimated Cost	Total Actual Cost ¹
		Original	Obligated
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$579,414.000	\$579,414.00
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	
4/16/12		4/16/12	

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

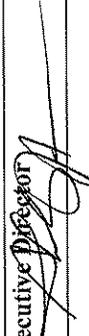
U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		FFY of Grant: 2011 FFY of Grant Approval:		
PHA Name: Jackson Housing Authority		Grant Type and Number Capital Fund Program Grant No: MS26P103501-11 Replacement Housing Factor Grant No: Date of CFFP:		
Type of Grant	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2012 <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost Revised ²	Obligated	Total Actual Cost ¹ 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	\$25,000.00	\$25,000.00	\$25,000.00
8	1440 Site Acquisition			
9	1450 Site Improvement			
10	1460 Dwelling Structures	\$230,479.00	\$230,479.00	\$223,479.00
11	1465.1 Dwelling Equipment—Nonexpendable			
12	1470 Non-dwelling Structures			
13	1475 Non-dwelling Equipment			
14	1485 Demolition			
15	1492 Moving to Work Demonstration			
16	1495.1 Relocation Costs			
17	1499 Development Activities ⁴			

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

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

Part I: Summary		FFY of Grant: 2011	
PHA Name: Jackson Housing Authority	Grant Type and Number Capital Fund Program Grant No: MS26P103501-11 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	
Type of Grant	<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2012 <input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Original	Obligated
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$255,479.00	\$255,479.00
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director 		Signature of Public Housing Director	
Date 4/16/12		Date	

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

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

Part I: Summary		FFY of Grant: 2011 FFY of Grant Approval:	
PHA Name: Jackson Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MS26R103501-11 Date of CFFP:	
Type of Grant	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input type="checkbox"/> Original Annual Statement and Evaluation Report for Period Ending: 03/31/2012	<input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Revised ²	Obligated
		Original	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	\$505,342.00	\$505,342.00

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

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

Part I: Summary		FFY of Grant: 2011	
PHA Name: Jackson Housing Authority		FFY of Grant Approval:	
Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MS26R103501-11 Date of GFFP:			
Type of Grant		<input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Final Performance and Evaluation Report	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2012 <input type="checkbox"/> Reserve for Disasters/Emergencies		Total Actual Cost ¹	
Line	Summary by Development Account	Original	Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$505,342.00	\$505,342.00
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

4/16/12

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

Part I: Summary		FFY of Grant: 2012	
PHA Name: Jackson Housing Authority		FFY of Grant Approval:	
Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MS26R103501-12 Date of CFFP:			
Type of Grant	<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input checked="" type="checkbox"/> Revised Annual Statement (revision no:01) <input type="checkbox"/> Final Performance and Evaluation Report	Total Actual Cost ¹
Line	Summary by Development Account	Total Estimated Cost 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	\$447,454.00	

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

Part I: Summary		FFY of Grant: 2012 FFY of Grant Approval:			
PHA Name: Jackson Housing Authority Grant Type and Number: Capital Fund Program Grant No: MS26R103501-12 Replacement Housing Factor Grant No: MS26R103501-12 Date of CFFP:					
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 01) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²		Obligated
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)				
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director: 		Signature of Public Housing Director:		Date: 4/16/12	

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² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
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Part II: Supporting Pages		Federal FFY of Grant: 2012						
PHA Name: Jackson Housing Authority		Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No: MS26P103501-12						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
New Development: Midtown	Replacement of housing based on the demolition of 184 units at Whiterock and 152 units at Willow Grove Apartments:							
	Phase I - New Construction (Grant to supplement the cost to complete 16 - 2 & 3 bedroom units) Major Work Categories:							
	I. General Conditions	1499	16 units	\$18,366				
	II. Site Work & Landscaping	1499	16 units	\$49,680				
	III. Brick Masonry	1499	16 units	\$6,700				
	IV. Floor Covering	1499	16 units	\$4,680				
	V. Appliances	1499	16 units	\$26,200				
	VI. HVAC Equipment/Finish	1499	16 units	\$10,000				
	VII. Electrical Finishes	1499	16 units	\$17,000				
	Sub-Total			\$132,626.00				
	Phase II - New Construction (Grant to supplement the cost to complete 6 - 2 & 3 bedroom units) Major Work Categories:							
	I. Grading, Pavement & Draining	1499	6 units	\$110,700				
	II. Testing	1499	6 units	\$13,400				
	III. Steel Labor	1499	6 units	\$1,525				
	IV. Millwork	1499	6 units	\$67,725				
	V. Doors & Hardware	1499	6 units	\$11,010				

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 8/31/2011

Part I: Summary		FFY of Grant: 2012 FFY of Grant Approval:	
PHA Name: Jackson Housing Authority	Grant Type and Number Capital Fund Program Grant No: MS26P103501-12 Replacement Housing Factor Grant No: Date of CFFP:		
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost Revised²	Total Actual Cost¹ Expended
1	Total non-CFP Funds	Original	
2	1406 Operations (may not exceed 20% of line 21) ³	\$45,000.00	
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	\$10,000.00	
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures	\$171,158.00	
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment		
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities ⁴		

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

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part I: Summary		FFY of Grant: 2012	
PHA Name: Jackson Housing Authority	Grant Type and Number Capital Fund Program Grant No: MS26P103501-12 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Original	Obligated
18a	1501 Collateralization or Debt Service paid by the PHA		Expended
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$226,158.00	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	
		4/16/12	

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

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part II: Supporting Pages		Federal FFY of Grant:						
PHA Name: Jackson Housing Authority		Grant Type and Number Capital Fund Program Grant No: MS26P103501-12 CFFP (Yes/No): Replacement Housing Factor Grant No:						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
MS103-HA Wide	Operations Sub-total 1406	1406	1 LS	\$45,000.00				
MS 103-03	A & E Services associated with major upgrades at Golden Key and Midtown such as roof repairs, and repairs. Sub-total 1430	1430	53 units	\$10,000.00				
MS 103-03	Supplement the cost of roof and other upgrades (1 building) & Repairs	1460	51 units	\$171,158.00				
MS 103-04	Installation of Gutter and Downspours Sub-total 1460	1460						
	Total			\$226,158.00				

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.

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 8/31/2011

Part I: Summary		FFY of Grant: 2013 FFY of Grant Approval:	
PHA Name: Jackson Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MS26R103501-13 Date of CFFP:	
Type of Grant	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision no:01)	
<input type="checkbox"/> Original Annual Statement	<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 Revised ²	Total Actual Cost ¹
		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		\$94,082.00

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.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

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

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Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 01) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Original	Revised ²
		Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$94,082.00	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

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

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

Part II: Supporting Pages		Federal FFY of Grant: 2013				
PHA Name: Jackson Housing Authority		Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/No): Replacement Housing Factor Grant No: MS26P103501-13				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Status of Work
				Original	Revised ¹	
				Funds Obligated ²	Funds Expended ²	
New Development: Midtown	Replacement of housing based on the demolition of 152 units at Willow Grove Apartments:					
	Phase II - New Construction (Grant to supplement the cost to complete 6 units of 2 & 3 bedrooms)					
	Major Work Categories:					
	I. A & E Fees	1499	6 units	\$10,000		
	II. General Conditions	1499	6 units	\$15,484		
	III. Site Work & Landscaping	1499	6 units	\$20,000		
	IV. Fencing	1499	6 units	\$13,348		
	V. HVAC Equipment	1499	6 units	\$13,000		
	VI. Electrical Finishes	1499	6 units	\$6,000		
	VII. Window Coverings (Blinds)	1499	6 units	\$6,000		
	VIII. Feeder Cables Mat. & Labor	1499	6 units	\$5,750		
	IX. Light Fixtures & Materials	1499	6 units	\$4,500		
	TOTAL			\$94,082.00		

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.

SECTION 3 PLAN

FOR

THE HOUSING AUTHORITY OF THE CITY OF JACKSON, MS
("THE HOUSING AUTHORITY")

RESOLUTION

**A RESOLUTION TO ADOPT THE SECTION 3 PLAN
TO COMPLY WITH 24 CFR, PART 135 OF THE
UNITED STATES DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT SECTION 3**

WHEREAS, the United States Congress passed Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3) to further the goal of ensuring that federal funds benefit the residents of projects funded wholly or in part by those funds, and

WHEREAS, Part 135 of Section 3 is to establish the standards and procedures to be followed to ensure that the objectives of Section 3 are met; and

WHEREAS, the Board of Commissioners of the Housing Authority, and staff has developed a revised Section 3 Plan in adherence to 24 CFR, Part 135 that more comprehensively addresses the standards and procedures prescribed in the Act; and

WHEREAS, the Section 3 Plan has been reviewed by the Board of Commissioners of the Housing Authority and its senior staff members and their comments incorporated into the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority authorizes the Housing Authority of the City of Jackson, MS to adopt and implement the Section 3 Plan to ensure compliance with Federal Law.

Dated this the _____ day of April, 2012.

Dr. Samuel McGee, Chairman

Zenotha Robinson, Vice Chairperson

Benjamin Harper, Member

Arvester Smith, Member

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Exhibits/Forms

Exhibit 1: Certification for Business Concerns Seeking Section 3 Preference

Exhibit 2: Certification of Residents Seeking Preference in Training and Employment

Exhibit 3: Contracting Policy & Procedure

Exhibit 4: Special Conditions

General Policy Statement

It is the policy of the Housing Authority of the City of Jackson, MS ("the Housing Authority") to require its contractors to provide equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, sex, national origin, disability, veteran's or marital status, or economic status and to take affirmative action to ensure that both job applicants and existing employees are given fair and equal treatment.

The Housing Authority implements this policy through the awarding of contracts to contractors, vendors, and suppliers, to create employment and business opportunities for its residents and residents of the City of Jackson, MS and other qualified low- and very low-income persons residing within its jurisdiction.

The policy shall result in a reasonable level of success in the recruitment, employment, and utilization of residents of the Housing Authority and/or other eligible persons and business by contractors working on contracts partially or wholly funded with the United States Department of Housing and Urban Development (HUD) monies. The Housing Authority shall examine and consider a contractor's or vendor's potential for success by providing employment and business opportunities to Housing Authority and/or other eligible persons prior to acting on any proposed contract award.

Section 3 Purpose

Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u) (Section 3) requires the Housing Authority of the City of Jackson, MS to ensure that employment and other economic and business opportunities generated by the Department of Housing and Urban Development (HUD) financial assistance, to the greatest extent feasible, are directed to public housing residents and/or other low-income persons, particularly recipients of government housing assistance, and business concerns that provide economic opportunities to low- and very-low income persons.

Section 3 Contracting Policy and Procedure

The Housing Authority of the City of Jackson, MS will incorporate Section 3 in its existing Procurement Policy and adopt a Section 3 Contracting Policy and Procedure to be included in all procurements generated for use with HUD funding. This policy and procedure contains goal requirements for awarding contracts to Section 3 Business Concerns.

All contractors/businesses seeking Section 3 preference must before submitting bids/proposals to the Housing Authority be required to complete certifications, as appropriate, as acknowledgement of the Section 3 contracting and employment provisions required by this section. Such certifications shall be adequately supported with appropriate documentation as referenced in the form.

The existing Procurement Policy also contains goal requirements for awarding contracts to Small Disadvantaged Businesses, formerly Minority and Women Business Enterprises (M/WBE).

Section 3 Plan

The Housing Authority of the City of Jackson, in conjunction with the Board of Commissioners, Residents and the Public, will develop a Section 3 Action Plan to identify the goals, objectives, and actions that will be implemented to ensure compliance with the requirements of Section 3. The Housing Authority will develop this plan in conjunction with its annual plan and will include input from various departments within the Housing Authority, the Residents and the Public. Where applicable, input from HUD, other agencies and companies will also be included.

Section 3 Employment & Training Goals

It is the policy of the Housing Authority to utilize residents and other Section 3 eligible persons and businesses in contracts partially or wholly funded with monies from the Department of Housing and Urban Development (HUD). The Housing Authority has established employment and training goals that contractors and subcontractors should meet in order to comply with Section 3 requirements. (Reference 24 CFR 135.30 – Numerical goal for meeting the greatest extent feasible requirement). The numerical goal is:

- Thirty percent (30%) of the aggregate number of new hires in any fiscal year.

It is the responsibility of contractors, vendors and suppliers to implement progressive efforts to attain Section 3 compliance. Any contractor that does not meet the Section 3 numerical goals must demonstrate why meeting the goals were not feasible. All contractors submitting bids or proposals to the Housing Authority are required to certify that they comply with the requirements of Section 3.

The Section 3 Contract Clause specifies the requirements for contractors hired for Section 3 covered projects. The Section 3 Clause must be included in all Section 3 covered projects. The Section 3 Contract Clause is included in Exhibit 3.

Section 3 Program Participant Certification Procedure

The Housing Authority will certify Section 3 program participants who reside in the Housing Authority and the City of Jackson who are seeking preference in training and employment by completing and attaching adequate proof of Section 3 eligibility, as required (see Exhibit 3 – Section 3 Participant Eligibility for Preference form).

- All persons living in the Housing Authority and/or City who meet the Section 3 eligibility guidelines can, by appointment, visit with the Section 3 Coordinator to complete a job readiness assessment.
- Once this assessment is complete, the Section 3 Coordinator will determine if the individual meets the eligibility requirements and is job ready.
- If the individual is deemed eligible for Section 3 participation and deemed not ready for employment, a referral will be made to other agencies that are better equipped to address the individual's needs, i.e., substance abuse providers, etc.
- The Section 3 job readiness component is a part of the Housing Authority commitment to provide economic opportunities and training to residents/eligible participants to become gainfully employed.

Resident Hiring Requirements

The Housing Authority has adopted the following scale for resident hiring that is to be used on all construction contracts, service contracts and professional service contracts that contain a labor component. It is expected that an appropriate number of residents with particular qualifications or a willingness to begin unskilled labor will be able to participate in Housing Authority contracted labor efforts. A prime contractor may satisfy Housing Authority resident hiring requirements through its subcontractors.

TOTAL LABOR DOLLARS USE TOTAL CONTRACT AMOUNT FOR SERVICE CONTRACTS	RESIDENT AS A % OF TOTAL LABOR DOLLARS
Labor dollars \$25,000 but less than \$100,000	10% of the labor dollars
\$100,000, but less than \$200,000	9% of the labor dollars
At least \$200,000, but less than \$300,000	8% of the labor dollars
At least \$300,000, but less than \$400,000	7% of the labor dollars
At least \$400,000, but less than \$500,000	6% of the labor dollars
At least \$500,000, but less than \$1 million	5% of the labor dollars
At least \$1 million, but less than \$2 million	4% of the labor dollars
At least \$2 million, but less than \$4 million	3% of the labor dollars
At least \$4 million, but less than \$7 million	2% of the labor dollars
\$7 million or more	1 – ½% of the labor dollars

With this sliding formula, it is expected that an appropriate number of the Housing Authority's public housing residents and neighborhood residents with particular qualifications or willingness to begin unskilled labor will be able to participate in contracted labor efforts. A prime contractor, through its subcontractor(s), may satisfy Housing Authority resident hiring requirement set forth above.

1. Subcontract or joint venture with a resident owned business. The business must be 51% or more owned by Housing Authority public housing residents, or subcontract/joint venture with a business that employs full-time, 30% or more Housing Authority or low and very-income individuals within the Housing Authority, or
2. Direct hiring of the Housing Authority's public housing residents and/or low and very low-income neighborhood residents based on the Resident Hiring Scale, or
3. Contractor incurs the cost of providing skilled training for residents in an amount commensurate with the sliding scale set forth in the Resident Hiring Scale.

Assisting Contractors to Achieve Section 3 Goal Hiring and Contracting Goals

The Housing Authority will assist contractors with little or no experience in achieving Section 3 hiring and contracting goals by:

Requiring the contractor to present a list, to the Section 3 Coordinator, of the number of subcontracting and/or employment opportunities expected to be generated from the initial contract.

Housing Authority's Section 3 Coordinator will provide the contractor with a list of interested and qualified Section 3 residents for construction projects.

Housing Authority's Section 3 Coordinator will provide contractor with a list of Section 3 business concerns interested and qualified for construction projects.

Housing Authority's Section 3 Coordinator will inform contractor of known issues that might affect Section 3 residents from performing job related duties.

Housing Authority's Section 3 Coordinator will review the new hire clause with contractors and subcontractors to ensure that the requirement is understood. It is not intended for contractors and subcontractors to terminate existing employees, but to make every effort feasible to employ Section 3 program participants before any other person, when hiring additional employees needed to complete proposed work to be performed with HUD (federal) funds.

Preference for Contracting with Section 3 Business Concerns

The Housing Authority, in compliance with Section 3 regulations, will require contractors and subcontractors (including professional service contractors) to direct their efforts towards contracts to Section 3 business concerns in the following order or priority:

- **Category 1:** Business concerns that are 51% or more owned by residents of the housing development for which the work is performed, or whose full-time, permanent workforce includes 30% of these persons as employees.
- **Category 2:** Business concerns that are 51% or more owned by residents of the Authority's public housing development(s) other than the housing development where the work is to be performed; or whose full-time permanent workforce includes 30% of these persons as employees.
- **Category 3:** HUD Youth build programs being carried out in the City of Jackson in which Section 3 covered assistance is expended.
- **Category 4:** Business concerns that are 51% or more owned by a Section 3 resident(s), or whose permanent, full-time workforce includes no less than 30% Section 3 residents (category 4 business); or that subcontract in excess of 25% of the total amount of subcontracts to Section 3 business concerns.

Contractors and subcontractors are expected to extend to the greatest extent feasible, efforts to achieve the numerical goals established by the Housing Authority.

Evidence of Section 3 Certification

Any business seeking Section 3 preference in the awarding of contracts or purchase agreements with the Housing Authority shall complete the Certification For Business Concerns Seeking Section 3 Preference In Contracting and Demonstration of Capability form, which can be obtained from the Housing Authority Section 3 Coordinator. The business seeking Section 3 preference must be able to provide adequate documentation as evidence of eligibility for preference under the Section 3 Program.

Certifications for Section 3 preference for business concerns must be submitted to the Section 3 Coordinator of the Housing Authority prior to the submission of bids for approval. If the Section 3 Coordinator previously approved the business concern to be Section 3 certified, then the certification can be submitted along with the bid.

Resident Owned Business Contracting

Housing Authority will consider utilizing the alternative procurement process (Section 24 CFR Part 963) when contracting with businesses owned in substantial part by housing agency residents (resident-owned business) for public housing services, supplies or construction.

To be eligible for the alternative procurement process, a business must submit evidence to Housing Authority that shows how each of the following requirements are met:

- Submit certified copies of any city, state, or county municipal licenses that support the type of business activity for which it performs.
- Disclose to the Section 3 Coordinator, all owners of the business, as well as, each owners percentage of ownership and names of those individuals who possess the authority to make decisions on a day-to-day basis.
- Submit evidence that the business is able to perform successfully under the terms and conditions of the proposed contract.
- Provide a certified listing of all contracts awarded and received under the alternative procurement process within a two-year period. If a resident-owned business has received under this alternative contracting procedure one or more contracts (within the two-year period) with total combined dollars of \$1,000,000, then it is no longer eligible for additional contracts under the alternative process until the 2-year period is past.

This alternative procurement policy is based upon the procurement procedure and policy set forth in HUD's regulations at 24 CFR, Part 85.36, but applies only to solicitations of resident-owned businesses. The Housing Authority will utilize the alternative contracting procedure for resident-owned businesses only in cases where it is considered to be in the best businesses, economic and service interests of the authority.

Efforts to Award Contract Opportunities to Section 3 Business Concerns

The Housing Authority will use the following methods to notify and contract with Section 3 business concerns when contracting opportunities exist.

- Advertise contracting opportunities via newspaper, mailings, posting notices that provide general information about the work to be contracted and where to obtain additional information.

- Provide written notice of contracting opportunities to all known Section 3 business concerns. The written notice will be provided in sufficient time to enable business concerns the opportunity to respond to the bid invitation.
- Coordinate pre-bid meetings at which the Section 3 business concerns would be informed of upcoming contracting opportunities in advance.
- Conduct workshops on Housing Authority contracting procedures to include bonding, insurance, and other pertinent requirements, in a timely manner in an effort to allow Section 3 business concerns the opportunity to take advantage of any upcoming contracting opportunities.
- Contact the City of Jackson's Business Development Department, business assistance agencies, Minority and Women's Business Enterprise (M/WBE) contractor associations and community organizations to inform them of contracting opportunities and to request their assistance in identifying Section 3 businesses.
- Establish relationships with the Small Business Administration (SBA), Minority and Women's Business Enterprise M/WBE association, Community Development Corporations, and other sources as necessary to assist SPHA with educating and mentoring residents with a desire to start their own businesses.
- Seek out referral sources in order to ensure job readiness for public housing residents through on-the-job-training (OJT) and mentoring to obtain necessary skills that will transfer into the external labor market.
- Develop resources or seek out training to assist residents interested in starting their own businesses to learn to prepare contracts, prepare taxes, obtain licenses, bonding, and insurance.

Section 3 Residents Recruitment, Training, and Employment Goals

Housing Authority will develop resources to provide training and employment opportunities to Section 3 program participants by implementing the following:

- Training opportunities will be advertised by distributing flyers via mass mailings and posting in common areas of the housing developments as well as all Housing Authority public housing management offices.
- The resident councils, resident management corporations, as well as neighborhood community organizations will be contacted to request their assistance in notifying residents of the available training and employment opportunities.
- Employment opportunities will be advertised by posting job vacancies in common areas of all of the Housing Authority housing developments as well as contacting resident councils, resident management corporations, and neighborhood community organizations.
- A database will be developed of certified Section residents of public housing and other Section 3 residents.
- A database will be developed to maintain a skill assessment of all Section 3 residents of public housing and other Section 3 residents.
- A database will be developed of eligible qualified Section 3 Business concerns to contact with respect to the availability of contract opportunities.
- Relationships will be developed with local area employers in an effort to solicit job vacancies to determine

skills needed in their workforce, thereby providing training to residents developing skills that will transfer into the external labor market.

- A provision for a specific number of public housing or Section 3 program participants to be trained or employed by the contractor will be incorporated into the contract.

Employment of Section 3 Program Participants

- The Section 3 Coordinator will conduct a pre-interview with all residents prior to being hired by a contractor.
- The pre-interview will assess job readiness (i.e., childcare, transportation, work maturity, job retention skills). Only residents meeting the minimum qualifications of the contractor or subcontractor will be referred to the job site. Residents not deemed job ready would be referred elsewhere. It is imperative that the resident's basic needs are met prior to employment.
- If a resident is referred to a contractor and does not perform satisfactorily due to poor work habits (i.e., tardiness, absenteeism, alcohol/drugs, abusive language, fighting, etc.) she/he will be allowed one additional opportunity to be referred to other contractors. If after that time the resident still does not perform satisfactorily, it will be mandatory that she/he attend and complete a job readiness class, alcohol/drug treatment center, or any other program that he or she may be required to attend. After successful completion the resident will be given the opportunity to be reinstated on the list of residents available for work.
- Residents experiencing problems with contractors should first communicate the problem to the employer. If the problem cannot be solved between the employee and employer, the Section 3 Coordinator will meet with the parties involved to assist in trying to resolve the problem. Residents and employers (contractors or subcontractors) should document problems whenever they occur and record any and all efforts to correct them. The written documentation of the problem should be submitted to the Section 3 Coordinator.
- In order to qualify for employment with contractors, public housing residents must have their name(s) on a Housing Authority lease, be current on rent, be at least eighteen years of age, and not be involved in any legal action with Housing Authority (current documented eviction, criminal and drug activity or trespassing).
- Residents not interested in construction employment opportunities will be assessed for other skills (clerical, administrative, etc.) and will have the opportunity to receive help with interviewing techniques, mock interviews, resume preparation, application assistance, employment leads, and how to dress for success when conducting a job search.
- Residents interested in pursuing General Equivalency Diploma (GED) and continued training education will be referred to those resources by the Section 3 Coordinator who will maintain bi-weekly contact with residents to monitor progress.

Contractor's Requirements in Employing Section 3 participants:

Under the Housing Authority's Section 3 Program, contractors and subcontractors are required to:

- Provide employment opportunities to Section 3 residents/participants in the priority order listed below:
 - a) **Category 1 – Section 3 Resident**
Residents of the housing development or developments for which the contract shall be expended.

b) Category 2 – Section 3 Resident

Residents of other housing developments managed by the Housing Authority.

c) Category 3 – Section 3 Resident

Participants in HUD Youthbuild program being carried out in the project boundary area.

d) Category 4 – Section 3 Resident

Residents of Section 8 of the Housing Authority as well as all other residents residing in the City of Jackson who meet the income guidelines for Section 3 preference (refer to Section 3 Income Limits).

- After the award of contracts, the contractor must, prior to beginning work, inform Section 3 participants of the development at which the work will be performed, by providing the following:
 - Names of the Section 3 business concerns to be utilized,
 - Estimates of the number of employees to be utilized for contract,
 - Projected number of available positions, to include job descriptions and wage rates (construction wages consistent with Davis Bacon),
 - efforts that will be utilized to seek Section 3 participants. (See Exhibit 2)
- Contractors must notify the Section 3 Coordinator of their interests regarding employment of Section 3 participants prior to hiring. The Section 3 Coordinator will ensure that the participant is Section 3 eligible, by assessing the Section 3 database to ensure job readiness. Additionally, the legal department will be contacted to ensure that the individuals are not involved in any legal proceedings against/with the Housing Authority.
- Submit a list of core employees (including administrative, clerical, planning and other positions pertinent to the construction trades) at the time of contract award.
- Document the performance of Section 3 participants (positive and negative), regarding punctuality, attendance, etc., and provide this information to the Housing Authority Section 3 Coordinator.
- Immediately notify the Section 3 Coordinator of any problems experienced due to the employment of Section 3 participants.
- Immediately notify the Section 3 Coordinator if a participant quits, walks off, or is terminated for any reason. The contractor must provide written documentation of all such incidents to support such decisions to the Section 3 Coordinator to determine if an investigation is warranted.

Internal Section 3 Complaint Procedure

In an effort to resolve complaints generated due to non-compliance through an internal process, Housing Authority encourages submittal of such complaints to its Section 3 Coordinator as follows:

- Complaints of non-compliance should be filed in writing and must contain the name of the complainant and brief description of the alleged violation of 24 CFR 135.
- Complaints must be filed within thirty (30) calendar days after the complainant becomes aware of the alleged violation.
- An investigation will be conducted if complaint is found to be valid. The Section 3 Coordinator will conduct an informal, but thorough investigation affording all interested parties, if any, an opportunity to submit testimony and/or evidence pertinent to the complaint.
- The Section 3 Coordinator will provide written documentation detailing the findings of the investigation of the Housing Authority. The Housing Authority will review the findings for accuracy and completeness before it is released to complainants. The findings will be made available no later than thirty (30) days after the filing of complaint.

If complainants wish to have their concerns considered outside of the Housing Authority a complaint may be filed with:

Assistant Secretary for Fair Housing and Equal Opportunity
United States Department of Housing and Urban Development
451 Seventh Street, SW
Washington, DC 20410

The complaint must be received not later than 180 days from the date of the action or omission upon which the complaint is based, unless the time for filing is extended by the Assistant Secretary for good cause shown.

Definitions

Applicant – Any entity which makes an application for Section 3 covered assistance, and includes, but is not limited to, any State, unit of local government, public housing agency or other public body, public or private nonprofit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association.

Assistant – the Assistant Secretary for Fair Housing and Equal Opportunity.

Business Concern – a business entity formed in accordance with State law, and which is licensed under State, county or municipal law to engage in the type of business activity for which it was formed.

Contractor - any entity which contracts to perform work generated the expenditure of Section 3 covered assistance, or for work in connection with a Section 3 covered project.

Employment Opportunities Generated by Section 3 Covered Assistance – all employment opportunities generated by the expenditure of Section 3 covered public assistance (i.e., operating assistance, development assistance and modernization assistance, (as described in Section 135.3 (a) (1)). With respect to Section 3 covered housing and community development assistance, this term means all employment opportunities arising in connection with Section 3 covered projects (as described in Section 135.3 (a) (2)), including management and administrative jobs. Management and administrative jobs include architectural, engineering or related professional services required to prepare plans, drawings, specifications, or work write-ups; and jobs directly related to administrative support of these activities, e.g., construction manager, relocation specialist, payroll clerk, etc.

Housing Authority (HA) – Public Housing Agency.

Housing Development – low-income housing owned, developed, or operated by public housing agencies in accordance with HUD's public housing program regulations codified in 24 CFR Chapter IX.

HUD Youthbuild Programs – programs that receive assistance under subtitle D of Title IV of the National Affordable Housing Act, as amended by the Housing and Community Development Act of 1992 (42 U.S.C. 12899), and provide disadvantaged youth with opportunities for employment, education, leadership development, and training in the construction or rehabilitation of housing for homeless individuals and members of low- and very low-income families.

JTPA – The Job Training Partnership Act (29 U.S.C. 1579 (a)).

Low-income person – families (including single persons) whose incomes do not exceed 80 per centum of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low-income families.

Metropolitan Area – a metropolitan statistical area (MSA), as established by the Office of Management and Budget.

New Hires – full-time employees for permanent, temporary or seasonal employment opportunities.

Recipient – any entity which receives Section 3 covered assistance, directly from HUD or from another recipient and includes, but is not limited to, any State unit of local government, PHA, or other public body, public or private nonprofit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association. Recipient also includes any successor, assignee or transferee of any such entity, but does not include any ultimate beneficiary under the HUD program to which Section 3 applies and does not include contractors.

Section 3 – Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).

Section 3 Business Concern – a business concern,

- 1) That is 51 percent or more owned by Section 3 resident: or
- 2) Whose permanent, full-time employees include persons, at least 30 percent of whom are currently Section 3 residents, or within three years of the date of first employment with the business concern were Section 3 residents; or
- 3) That provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontractors to be awarded to business concerns that meet the qualifications set forth in paragraphs 1 or 2 above.

Section 3 Covered Assistance –

- 1) public housing development assistance provided pursuant to Section 5 of the 1937 Act;
- 2) public housing operating assistance provided pursuant to Section 9 of the 1937 Act;
- 3) public housing modernization assistance provided pursuant to Section 14 of the 1937 Act;
- 4) assistance provided under any HUD housing or community development program that is expended for work arising in connection with housing rehabilitation, construction, or other public construction project (which includes other buildings or improvements, regardless of ownership).

Section 3 Clause – the contract provisions set forth in Section 135.38.

Section 3 Covered Contracts – a contract or subcontract (including a professional service contract) awarded by a recipient or contractor for work generated by the expenditure of Section 3 covered assistance, or for work arising in connection with a Section 3 covered project.

Section 3 covered contracts do not include contracts awarded under HUD's procurement program, which are governed by the Federal Acquisition Regulation (FAR). Section 3 covered contracts also do not include contracts for the purchase of supplies and materials. However, whenever a contract for materials includes the installation of the materials, the contract constitutes a Section 3 covered contract.

Section 3 Covered Project - the construction, reconstruction, conversion or rehabilitation of housing (including reduction and abatement of lead-based paint hazards), other public construction which includes buildings or improvements (regardless of ownership) assisted with housing or community development assistance.

Section 3 Resident – a public housing resident or an individual who resides in the metropolitan area or nonmetropolitan county in which the Section 3 covered assistance is expended and who is considered to be a low-to very low-income person.

Subcontractor – any entity (other than a person who is an employee of the contractor) which has a contract with a contractor to undertake a portion of the contractor's obligation for the performance of work generated by the expenditure of Section 3 covered assistance, or arising in connection with a Section 3 covered project.

Very low-income person – families (including single persons) whose income do not exceed 50 per centum of the median family income for the area, as determined by the Secretary with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

Section 3 Clause

All Section 3 covered contracts shall included the following clause (referred to as the Section 3 Clause):

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative or workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to

circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

Exhibit 1

CERTIFICATION FOR BUSINESS CONCERNS SEEKING SECTION 3 PREFERENCE IN CONTRACTING AND DEMONSTRATION OF CAPABILITY

Name of Business _____

Address of Business _____

Type of Business

- Corporation
- Partnership
- Sole Proprietorship
- Joint Venture

Attached is the following documentation as evidence of status:

For Business claiming status as a Section 3 resident-owned enterprise:

- Copy of resident lease
- Copy of receipt of public assistance
- Copy of evidence of participation in a public assistance program
- Other evidence

For business entity as applicable:

- Copy of Articles of Incorporation
- Certificate of Good Standing
- Assumed Business Name Certificate
- Partnership Agreement
- List of owners/stockholders and % ownership of each
- Corporation Annual Report
- Organization chart with names and titles and brief function statement
- Latest Board minutes appointing officers
- Additional documentation

For business claiming Section 3 status by subcontracting 25 percent of the dollar awarded to qualified Section 3 business:

- List of subcontracted Section 3 business(es) and subcontract amount

For business claiming Section 3 status, claiming at least 30 percent of their workforce are currently Section 3 residents or were Section 3 eligible residents within 3 years of date of first employment with the business:

- List of all current full-time employees
- List of employees claiming Section 3 status
- PHA/IHA Residential lease less than 3 years from day of employment
- Other evidence of Section 3 status less than 3 years from date of employment

Evidence of ability to perform successfully under the terms and conditions of the proposed contract:

- Current financial statement
- Statement of ability to comply with public policy
- List of owned equipment
- List of all contracts for the past two years

Authorizing Name and Signature

(Corporate Seal)

Attested by: _____

Exhibit 2

THE HOUSING AUTHORITY OF THE CITY OF JACKSON, MS

RESIDENT EMPLOYMENT OPPORTUNITY DATA

ELIGIBILITY FOR PREFERENCE

Eligibility for Preference

A section 3 resident seeking the preference in training and employment provided by this part shall certify, or submit evidence to the recipient contractor or subcontractor, if requested, that the person is a Section 3 resident, as defined in Section 135.5. (An example of evidence of eligibility for the preference is evidence of receipt of public assistance, or evidence of participation in a public assistance program.)

**Certification for Resident Seeking Section 3 Preference in Training and
*Employment***

I, _____, am a legal resident of the Housing Authority and meet the income eligibility guidelines for a low- or very-low-income person as published on the reverse.

My permanent address is: _____

I have attached the following documentation as evidence of my status:

_____ Copy of lease _____ Copy of receipt of public assistance

_____ Copy of Evidence of participation in public assistance program

Other evidence of participation public assistance program _____.

Signature _____

Print Name _____ Date _____

Exhibit 2

THE HOUSING OF THE CITY OF JACKSON, MISSISSIPPI

SECTION 3 INCOME LIMITS		
All residents of public housing developments of the Jackson Housing Authority qualify as Section 3 residents. Additionally, individuals residing in the City of Jackson who meet the income limits set forth below can also qualify for Section 3 status.		
A picture identification card and proof of current residency is required.		
Eligibility Guideline		
Number in Household	Very Low Income	Low Income
1 individual	20,300	32,500
2 individuals	23,200	37,150
3 individuals	26,100	41,800
4 individuals	29,000	46,400
5 individuals	31,350	50,150
6 individuals	33,650	53,850
7 individuals	36,000	57,550
8 individuals	38,300	61,250

Effective June 8, 2011

Exhibit 3

SECTION 3 CONTRACTING

POLICY AND PROCEDURE

INTRODUCTION

It is the mission of the Housing Authority of the City of Jackson, MS (“the Housing Authority) to provide a variety of safe, sanitary, accessible, decent, and affordable housing to the citizens of the City of Jackson, MS while enhancing and promoting resident self sufficiency.

The purpose of Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3) is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal State, and local laws and regulations, be directed to low and very-low income individuals, especially recipients of government assistance for housing, and to business concerns which provide economic opportunities to low and very-low income individuals. (Section 3 means section 3 of the Housing and Urban Development Act of 1968, as amended 12 U.S.C. 1701u).

Section 3 requirements apply to all contractors and subcontractors performing work in connection with projects and activities funded by public housing assistance covered by Section 3, regardless of the amount of the contract or subcontract. Section 3 covered contracts do not include contracts for the purchase of supplies and materials unless the contract includes the installation of the materials.

A business concern seeking to qualify for a Section 3 contracting preference shall certify or submit evidence that the business concern qualifies as a Section 3-business concern. (Refer to What Is A Section 3 Business Concern?). The Section 3 business must also be able to demonstrate its ability to complete the contract. The ability to perform successfully under the terms and conditions of the proposed contract is required of all contractors and subcontractors subject to the procurement standards of 24 CFR 85.36, 24 CFR 85.36b(8).

Contractors who do not qualify as Section 3 business concerns, but who enter into contracts with the Housing Authority must agree to comply with certain general conditions (refer to Section 3 Clause). All contractors and subcontractors, including Section 3 businesses, must comply with these general conditions. Included in these conditions is the requirement that each contractor and subcontractor submit with each pay request a report of Section 3 compliance (refer to Section 3 Compliance Report). Failure to comply with these general conditions may lead to sanctions which can include termination of the contract for default and suspension or debarment from future HUD-assisted contracts (refer to Sanctions for Contractor’s Noncompliance).

Please direct any questions you may have regarding this information to:

**Sheila W. Jackson, Executive Director and Contract Administrator
The Housing Authority of the City of Jackson, MS
2747 Livingston Road
Jackson, Mississippi 39213
Telephone: 601) 362-0885
Email: sjackson@jacksonhousing.org**

WHAT IS A SECTION 3 BUSINESS CONCERN?

A Section 3 Business Concern is a business concern, as defined in this section—

1. That is fifty-one percent (51%) or more owned by Section 3 residents; or
2. Whose permanent, full-time employees include persons, at least thirty percent (30%) of whom are currently Section 3 residents, or within three years of the date of first employment with the business concern were Section 3 residents; or
3. That provides evidence of a commitment to subcontract in excess of twenty-five percent (25%) of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in items (1) or (2) above.

Note: A business concern seeking to qualify for Section 3 shall certify and submit evidence that the business meets one of the guidelines stated above. (Refer to Certification for Business Concerns Seeking Section 3 Preference in Contracting and Demonstration of Capability Form – Exhibit 1)

WHO IS A SECTION 3 RESIDENT?

For purposes of the Housing Authority of the City of Jackson, MS, a Section 3 resident is:

1. A public housing resident;
2. An individual who lives in a property owned or managed by the Housing Authority and/or is a resident within City Jackson, MS whose income falls within the guidelines for low- or very low income.

ORDER OF PROVIDING PREFERENCE SECTION 3 BUSINESS CONCERN

When considering the award of contracts to business concerns, and more than one Section 3 business concern is being considered, to the greatest extent possible, awards shall be made in the following order of priority:

1. A Section 3 business concern that is fifty-one percent (51%) or more owned by resident(s) of the public housing development in which the work is directed, or whose full-time, permanent employees include at least thirty percent (30%) of the residents of the public housing development in which the work is directed;
2. A Section 3 business that is majority owned by resident(s) of other developments owned by The Housing Authority but not the housing development in which the work is directed, or whose full-time, permanent employees include at least thirty percent (30%) residents of other developments owned by The Housing Authority but not the housing development in which the work is directed;
3. HUD Youthbuild programs that are being carried out in the City in which the Section 3 covered assistance is expended.
4. A Section 3 business concern that is majority owned by a Section 3 resident who is not a public housing resident or whose permanent, full-time workforce includes no less than thirty percent (30%) Section 3 residents who are not public housing residents, or that subcontract in excess of twenty-five percent (25%) of the total amount of subcontracts to Section 3 business concerns.

Note: A Section 3 business concern seeking any of the above preferences shall submit evidence that it meets the guidelines of that preference.

WHAT IF MY BUSINESS DOES NOT QUALIFY AS A SECTION 3 BUSINESS?

The Housing Authority will, to the greatest extent feasible, offer contracting opportunities to Section 3 business concerns. However, in the event no Section 3 business bids on a contract, or bids but is not able to demonstrate to the Housing Authority's satisfaction that it has the ability to perform successfully under the terms and conditions of the proposed contract, then that contract will be awarded to a non-Section 3 business concern that can meet the terms and conditions of the proposed contract through the competitive bidding process.

That business concern must meet, as all business must (including Section 3 businesses), the general conditions of compliance (refer to Section 3 Clause [Construction Contracts] and Section 3 Clause [Non-Construction Contracts]).

This will include:

1. Submitting a list of all positions necessary to complete contract, name of employees who will fill those positions, names of all other employees.
2. Posting notices of any vacant positions, including training and/or apprenticeship positions, qualifications for positions, place where applications will be received and starting date of employment.
3. To the greatest extent possible, making available vacant positions, including training and/or apprenticeship positions, to Section 3 residents (all categories) in order to priority.
4. As positions are vacated during completion of contract, following guidelines enumerated in numbers 2 and 3 above.
5. Submitting Compliance Reports as required.
6. If notified of non-compliance, correcting non-compliance within allowable time period.

ORDER OF PROVIDING PREFERENCE EMPLOYMENT OF SECTION 3 RESIDENT

When considering the employment of a Section 3 resident, the following order of priority is followed as outlined in 24 CFR 135.32:

1. Category 1 – Section 3 Resident

Residents of the housing development or developments in which the contract shall be expended.

2. Category 2 – Section 3 Resident

Residents of other housing developments managed by the Housing Authority.

3. Category 3 – Section 3 Resident

Participants in HUD Youthbuild program being carried out.

4. Category 4 – Section 3 Resident

All other residents (including Section 8 recipients) of the City of Jackson, MS who meet the income guidelines for Section 3 preference (refer to Section 3 Income Limits).

In all cases, applicants must meet the minimum qualifications for the position. In no instance shall it be construed that preference is given to Section 3 residents who do not meet these minimum qualifications.

Exhibit 4

SECTION 3 SPECIAL CONDITIONS

The Housing Authority of the City of Jackson has initiated efforts to enhance resident hiring in specific procurement areas. These initiatives are designed to set the requirements for resident hiring and developing and/or strengthening administrative procedures for facilitating contractors' hiring of Housing Authority residents, other low income and/or very low-income residents residing in the City of Housing Authority.

1. Procurement Documents

Each bidder/proposer must include a Section 3 Opportunities Plan or a Schedule D which indicates its commitment to meet Housing Authority resident hiring requirements.

If a bidder/proposer fails to submit a Section 3 Opportunities Plan or a Schedule D and the related data along with the bid/proposal, such bid/proposal will be declared as "non-responsive".

For invitations for Bids ("IFB") where awards are made to the lowest, responsive and responsible bidder, the bidder's commitment to satisfy Housing Authority resident hiring requirements will be a factor used in determining whether the bidder is "responsive".

For RFO's, RFP's and IFB's, contractors shall be required to detail the cost of the bid or proposal by separately categorizing contract cost by labor (person hours and dollar amounts).

2. Resident Hiring Requirements

In view of Housing Authority's desire to provide Housing Authority residents and neighborhood residents with employment opportunities, the following scale for resident hiring will be utilized on all construction contracts, service contracts, and professional service contracts containing a "labor" component:

TOTAL LABOR DOLLARS USE TOTAL CONTRACT AMOUNT FOR SERVICE CONTRACTS	RESIDENT AS A % OF TOTAL LABOR DOLLARS
At least \$25,000, but less than \$100,000	10% of the labor dollars
\$100,000, but less than \$200,000	9% of the labor dollars
At least \$200,000, but less than \$300,000	8% of the labor dollars
At least \$300,000, but less than \$400,000	7% of the labor dollars
At least \$400,000, but less than \$500,000	6% of the labor dollars
At least \$500,000, but less than \$1 million	5% of the labor dollars
At least 1 million, but less than \$2 million	4% of the labor dollars
At least 2 million, but less than \$4 million	3% of the labor dollars
At least \$4 million, but less than \$7 million	2% of the labor dollars
\$7 million or more	1 - 1/2% of the labor dollars

With this sliding formula, it is expected that an appropriate number Housing Authority public housing residents and neighborhood residents with particular qualifications or willingness to begin unskilled labor will be able to participate in contracted labor efforts. A prime contractor, through its subcontractor(s), may satisfy Housing Authority resident hiring requirements set forth above.

Exhibit 4

3. Enforcement

To enforce the decision-making process pertaining to determining applicable percentages for resident hiring, enforcement strategies are set forth below.

During the post award or pre-bid conference, the objective shall be to impact critical Section 3 information to the contractor prior to commencement of the work/project. The following contract requirements shall be discussed in detail: (Non-construction contracts does not require Davis-Bacon)

Davis-Bacon
Minority and Women Owned Business Participation
Resident Hiring Professional

Each representative will define specific functional requirements and require the contractor to certify its understanding of the terms and conditions of the contract as they pertain to Davis-Bacon, resident hiring and Minority and Women Owned Business participation.

4. Monitoring and Enforcement Authority and Responsibility

The function of monitoring and enforcing resident hiring will be carried out by the Section 3 Coordinator, including all field activities.

DEFINITION:

For participation in the Resident Hiring effort, a resident is defined as anyone who is residing in the Housing Authority public housing developments, Section 8 residents and individuals residing within the City of Jackson who can be classified as low-and very-low income.

Exhibit 4

INSTRUCTIONS FOR COMPLETING THE SECTION 3 OPPORTUNITIES PLAN (SERVICE & PROFESSIONAL CONTRACTS)

The purpose of Section 3 is to ensure that jobs and economic opportunities generated by HUD financial assistance for housing and community development programs shall be directed to low and very low income persons, particularly those who are recipients of government assistance for housing and business concerns which provide economic opportunities to low and very low income persons.

The Section 3 Opportunities Plan is to be completed for service and professional contracts. There are four (4) ways in which Section 3 can be fulfilled. They are listed in order of preference:

- 1) Subcontract or joint venture with a resident owned business. The business must be 51% more owned by Housing Authority public housing residents, or subcontractor/joint venture with a business that employs full-time, 30% or more Housing Authority, or low and very low income individuals within the Housing Authority, or
- 2) Direct hiring of Housing Authority public housing residents and/or low and very low-income neighborhood residents, or
- 3) Incur the cost of providing skilled training for residents in an amount commensurate with the sliding scale set forth. Such training shall be determined after consultation with the Section 3 Coordinator of the Housing Authority.
- 4) Contribute to Housing Authority resident educational fund in an amount commensurate with the sliding scale included in the Section 3 Conditions.

If a prime contractor is unable to satisfy Housing Authority resident hiring requirements per the above, the requirements may be satisfied through any subcontractors that may be involved in the project.

In paragraph number one (1), if the (sub) contractor has identified a resident owned business or a business which employs 30% or more Housing Authority Public Housing or Neighborhood residents, this paragraph is to be completed by indicating the number of resident owned businesses that will be used on the contract/spec number shown at the end of the paragraph.

If the (sub) contractor plans to hire Housing Authority Public Housing or Neighborhood residents to work for its company, paragraph two (2) must be completed with the contract/spec number and the percentage of compliance in hiring the resident(s). For example, if your contract amount is \$100,000.00, the Section 3 dollar amount that must be expended is 10% of your labor dollars or \$10,000.00. If the whole dollar amount is to be expended on the resident's salary, then 100% is to be inserted on the percent line. If a percentage amount less than 100% will be expended on the resident's salary, that amount must be inserted on the line and the remaining percentage must be expended through subcontracting/joint venturing with a resident owned business or a business that employs 30% or more residents, or placed into Housing Authority Section 3 Resident Educational Fund. In which case, the corresponding paragraph must be completed.

If the (sub) contractor has exhausted the first two (2) options, then the full amount of the contractor's Section 3 obligations will be placed into Housing Authority Resident Educational Fund, in which case paragraph three (3) must be completed and paragraphs one (1) and two (2) will contain zeroes in the percentage lines.

The second portion of the Section 3 Opportunities Plan begins with the specification or request for proposal title and number.

The third section is to be completed by listing current staff to be used to complete the work bid upon.

- (1) List the job titles,
- (2) Complete the Needed column if additional staff will be required to fulfill the classification,
- (3) In the Total column, list the total number of staff plus the number needed,
- (4) In the Housing Authority and LIAR columns, list the number of current staff who are residents of Housing Authority public housing, or who are low or very low income neighborhood residents,
- (5) In the To Be Filled column, list the number of positions that fit into the low and very low-income Housing Authority public housing residents Housing Authority and low and very low income Area Residents (LIAR) who will be hired.
- (6) In the Hiring Goal column, list the number of Housing Authority Public Housing residents or low and very low-income neighborhood residents you intend to hire.

The final section is to be completed after the contract has been awarded; interviews have taken Place and residents have been hired. The completed Section 3 Opportunities Plan must be submitted to the Section 3 Coordinator and Procurement/Contracts Department.

The Housing Authority's public housing and neighborhood residents are screened and skills assessed by the Section 3 Coordinator. Each contractor is required to attend a pre-construction conference with the Procurement/Contract Compliance Department where contractual obligations will be explained, the contractor's Section 3 dollar amount will be determined, and the contractor's hiring goals will be discussed. The Section 3 coordinator will refer qualified residents to be interviewed by the contractor.

The Section 3 Opportunities Plan that is submitted with the RFQ/RFP/IFB and the final copy that is submitted to the Section 3 Coordinator and Procurement Contract Compliance Department must be signed and include the title of person executing the plan.

Exhibit 4

SECTION 3 OPPORTUNITIES PLAN

***Business Opportunities and Employment Training of the Housing Authority of the City of Housing Authority
Public Housing Residents and Low and Very Low Income Neighborhood Residents***

I. Opportunities Plan

The Contractor had identified Housing Authority Section 3 resident owned business(es) or Housing Authority business(es) which employ 30% or more Section 3 residents to comply with Housing Authority% of its Section 3 requirements covered under Contract# _____ . (Option 1)

Alternately, the Contractor hereby agrees to comply with all the provisions of Section 3 as set forth in 24 CFR 135.1 et seq. and all Resolutions implementing Section 3 requirements. The Contractor hereby submits this document to identify employment opportunities for the Housing Authority public housing residents and low and very low-income area residents, during the term of the contract between the Contractor and Housing Authority. The Contractor affirms that the jobs identified shall be for meaningful employment that may or may not be related to the scope of services covered under Contract # _____. The Contractor has committed to employ the following in order to comply with the Housing Authority's % of its Section 3 requirements. (Option 2)

The above percentage(s) equal(s) 50% of the Contractor's Section 3 obligations. Option three (3) on page 2 equal 25% of compliance and Option four (4) on page 2 equals 25% of compliance. You may choose one option to comply or all; however, total compliance must equal 100%. The Contractor hereby agrees by signing below that any remaining percentages will be deducted from payouts placed in the Housing Authority Section 3 Educational Fund.

II. Labor Survey:

SPEC OR RFP TITLE				SPEC OR RFP NUMBER			
(1) JOB TITLE	(2) NEEDED	(3) NUMBER OF POSITIONS FILLED			(4) HIRING GOAL		
		(a) TOTAL	(b) LICSDR	(c) LIAR	(4) TO BE FILLED	(a) LICSDR	(b) LIAR
Page 1							

Exhibit 4
III. Resident List

Section 3 Resident Employee Information (Jobs to be filled)			
JOB TITLE	LICSPHAR OR LIAR NAME	ADDRESS	SOCIAL SECURITY NUMBER

LICSPHAR = Low and Very Low Income Housing Authority ____ Housing Authority Resident
 LIAR = Low and Very Low Income Area Resident

Please check the Option(s) that describe your contracting efforts:

- Option 1: Subcontract with Section 3 Business(es) – 25%
- Option 2: Hire Section 3 residents/participants – 25%
- Option 3: I have a training program in place and am willing to train Housing Authority residents – 25%
- Option 4: Contribute to the Housing Authority training/educational fund for resident training – 25%

In the event I am awarded the contract, I have the option to submit my check in the compliance amount of the start of contract date, or allow Housing Authority to deduct payment from my draw requests. (Compliance amount is based upon the labor dollars of the contract award.)

You may comply by choosing one or all options. Remember your compliance must be equal to 100% as noted on page 1, paragraph three (3), or any remaining percentages will be deducted from payouts and placed in the Housing Authority resident training/educational fund account.

The failure of the contractor to comply with the above-approved plan shall be a material breach of the contract.

Contractor's Signature and Title: _____

Date: _____

Exhibit 4

NAME OF PRIME CONTRACTOR: _____

TITLE OF RFP OR SPEC: _____

SPEC. # OR RFP # OR PURCHASE ORDER#: _____

CONTRACT #: _____

SECTION 3 COORDINATOR
PROCUREMENT/CONTRACT COMPLIANCE DEPARTMENT

WARNING: THIS DOCUMENT IS REQUIRED FOR ALL CONSTRUCTION OR LABOR RELATED PROCUREMENTS.

1. Employment and Training of the Housing Authority or the City of Housing Authority__ Public Housing Residents and Low and Very Low Income Area Residents.

The Contractor hereby agrees to comply with all the provisions of Section 3 as set forth in 24 CFR 135.38 implementing Section 3 requirements. The contractor hereby submits this Schedule D as its Section 3 Opportunities Plan.

The Contractor shall provide a status report identifying its progress in meeting the Section 3 goals established in this Section D on a quarterly basis throughout the contract period. The quarterly status report shall be submitted no later than 10 days after the end of each calendar quarter of the contract (e.g., April 10 for calendar quarter January 1 to March 31). The status report shall be in at least the same level of detail as the approved Schedule D. For any goal not met, the report shall identify any other economic opportunities, which the contractor has provided, or intend to provide to Housing Authority and neighborhood residents.

The failure of the Contractor to comply with the approved plan shall be a material breach of the contract.

Each Bidder/Proposer for a construction or labor related contract must complete this Schedule D and submit all relevant information required herein. A prime contractor, through its' subcontractors may satisfy the Housing Authority Resident Hiring Requirements. Please complete the Skill Needs Table in Section 1 of Section 3 Opportunities Plan in the following columns.

- 1) indicate each category of employment for all phase of this contract;
- 2) the number of positions which will be needed in each category;
- 3) how many of those positions are currently filled;
 - (a) the number filled by neighborhood residents, excluding Housing Authority and Housing Authority residents;
 - (b) the number filled by Housing Authority Public Housing residents;
 - (c) how many positions need to be filled.
- 4) Indicate your goal for the number of positions you intend to fill with:
 - (a) Section 3 Residents
 - (b) Low and Very low income area residents.

NOTE: The minimum of trainees is that which can reasonably be utilized in each occupation, and no less than the number established by the U.S. Secretary of Labor for construction and non-construction labor related occupations. The contractor shall fill all vacant positions with low-income persons (earning less than 80% of the median income in the City of Jackson, MS and these positions shall not be filled immediately prior to undertaking work in order to circumvent regulations as set forth at 24 C.F.R. Part 135 et seq; as amended.

II. SECTION 3 BUSINESSES SUBCONTRACTING OPPORTUNITIES

In a one (1) page letter on your company's letterhead:

- 1) Indicate the goals, expressed in terms of percentage of planning subcontracting dollars, for the use of Section 3 business concerns as subcontractors.
- 2) A statement of the total dollar amount to be subcontracted, total dollar amount to be subcontracted to Section 3 business concerns for building trades, and total dollar amount to be subcontracted to Section 3 business concerns for other than building trades work (maintenance, repair, modernization and redevelopment).
- 3) A description of the method used to develop the goals above and the efforts to be undertaken by the Contractor to meet those goals.

Acknowledged by:

The Housing Authority of the City of Jackson

(Executive Director or Authorized Officer)

Date: _____

**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 ___ 5-Year and/or x Annual PHA Plan for the PHA fiscal year beginning, 2012 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.

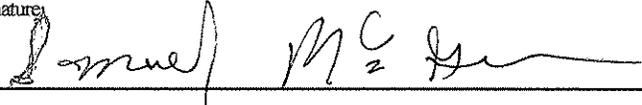
The Housing Authority of the City of Jackson, MS
PHA Name

MS103
PHA Number/HA Code

 5-Year PHA Plan for Fiscal Years 20 - 20

 X 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 Dr. Samuel McGee	Title Board Chairperson
Signature 	Date April 3, 2012

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

The Housing Authority of the City of Jackson, MS

Program/Activity Receiving Federal Grant Funding

2012 Annual Plan

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Name of Authorized Official

Sheila W. Jackson

Title

Executive Director

Signature

X 

Date

April 3, 2012

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

The Housing Authority of the City of Jackson, MS

Program/Activity Receiving Federal Grant Funding

FYE 2012 Annual Plan

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

Sheila W. Jackson

Title

Executive Director

Signature

Date (mm/dd/yyyy)



April 3, 2012

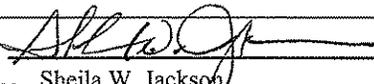
DISCLOSURE OF LOBBYING ACTIVITIES

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.)

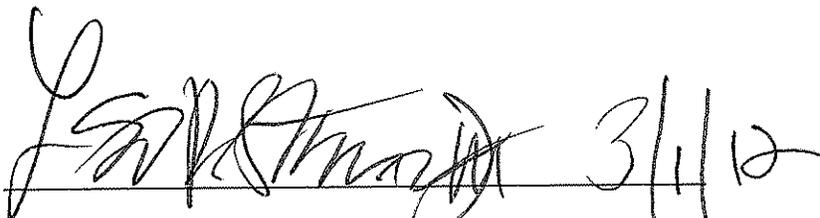
1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input 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: Congressional District, if known:	
6. Federal Department/Agency: U.S. Department of Housing and Urban Development	7. Federal Program Name/Description: 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):	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>Sheila W. Jackson</u> Title: <u>Executive Director</u> Telephone No.: <u>(601) 362-0885 ext. 129</u> Date: <u>04/03/2012</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB# 2577-0226
Expires 08/30/2011

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, Leo R. Stevens the Mgr, Development Assist. certify that the Five Year and
Annual PHA Plan of the Jackson Housing Authority is consistent with the Consolidated Plan of
City of Jackson, MS prepared pursuant to 24 CFR Part 91.


Signed / Dated by Appropriate State or Local Official

Civil Rights Certification

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 08/30/2011

Civil Rights Certification**Annual Certification and Board Resolution**

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

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

The Housing Authority of the City of Jackson, MS
 PHA Name

MS103
 PHA Number/HA Code

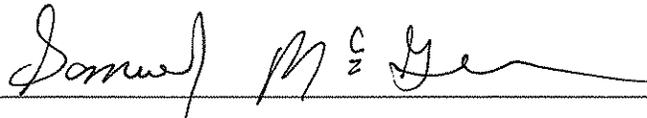
I hereby certify that all information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729,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

Name of Authorized Official

Title

Dr. Samuel McGee

Board Chairperson



Date

April 3, 2012

Resident Advisory Board Meeting

Resident Advisory Board Meeting was held to discuss the Annual Plan. Although there were questions about the annual plan and suggestions for future work related items that are already underway (such as replacing washers and dryers and replacing front doors with window to solid doors), there were no “Challenged Elements” to the Annual Plan. Below is a summary of the meetings and JHA’s Responses.

Properties present: Golden Key
Midtown

Attendees:

Allison Cox: Deputy Director

Theo Davis: Note keeper

Debra Patterson: Representative for Golden Key (B113)

Christine Johnson: Representative for Golden Key (A101)

Tina Summers: Representative for Midtown

Meeting Started: 5:32pm

Meeting Minutes

Allison: Overview of Resident Advisory Board

Allison: Overview of RAD Project.

RAD is the Rental Assistance Demonstration project which would transfer Golden Key as a public housing site into Section 8 project-based assistance housing. This would allow for a total rehab at the Golden Key site.

Debra: Will it still be income based?

Allison: Yes

Christine: What would be the difference in Section 8 and public housing?

Allison: Nothing in essence that would affect you, but switch would allow for a total rehab and not the previous patch work.

Allison: What needs to be renovated at Midtown?

Tina: Nothing really, my only issue and concern is the glass doors. It really bothers me and scares me.

Allison: Theo make sure you write that down about the issue with the glass doors. I don't like them either, but when we get money we have to fix the thing of necessity.

Allison: I already made a list of Golden Keys issues; HVAC, expansion of community room, electrical and plumbing work, hot water heater.

Christine: What about washers. They are small?

Allison: The new washer will come with a larger washer. There will be a handicapped accessible large washer for the same price as the smaller one.

Debra: Good because handicapped can't standup and put clothes in washer.

Debra: People are still putting garbage in washroom in B building there is an odor.

Tina: Is the building on Fortification going to be able to take rent? Is there going to be a drop box?

Allison: No, I've experienced situations in the past were we've had contracts with local banks and they would take and report rent for us. I could look into that.

Tina: Even a drop box at main office would be fine. I shouldn't have to knock on the side door. People are scared to open that door.

Allison: I understand.

Christine: Yes, a drop box on the outside is not the answer.

Allison: Next annual plan. No smoking plan due to reasonable accommodation for the health and safety of other residents.

Tina: Yes because there is no smoking allowed in my truck. Hard to get odor out, but can we have a wrench to change the light bulb in the kitchen. If it blows out on the weekend there is no one to call, because it requires a special wrench.

Allison: Call that one in to maintenance, because if it breaks you would be responsible for it.

Christine: You say they're thinking about stopping the smoking on the whole property. They wouldn't be able to smoke anywhere on the premises.

Allison: Yes. It would be a totally smoke-free premises.

Debra: What about the park across the street. I heard they can't smoke there either

Christine: A lot of residents are drinking a lot in common areas and on the bench. They can drink but not in public. They shouldn't push their habits on other residents.

Allison: Weekdays? Or Weekend?

Christine: Mostly weekday.

Allison: I will get with Tori and tell her to watch for that because this is a lease violation.

Tina: My floors in my kitchen are coming up again.

Debra: What about security? You used to hear them walking and patrolling but I don't hear them anymore.

Allison: What are their hours?

Debra: 10pm-3am.

Allison: It could be an issue of performance. I would look into this more.

Allison: Anything else?

Tina: I wish they would bust the concrete up in my driveway.

Allison (explaining issue to attendees): Tina's is referring to her issue with drainage. It is a problem for many over there, but do not park on grass. The issue is related to the City's storm drain.

Tina: Need to have mailboxes redone. I get sick of my neighbor's mail being placed in my mailbox. At least Re-post them in the ground. The children also playing gets on my nerves.

Allison: Theo make sure you write that down about the issue with the mailboxes.

Meeting ended: 6:45pm