

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

PHAP Plans

Annual Plan for Fiscal Year 2003



City of Glendale, Arizona
Community Housing Division



HUD50075
OMB Approval No: 2577 -0226
Expires: 03/31/2002

**PHA Plan
Agency Identification**

**PHAName: City of Glendale, Community Housing Division
6842 North 61st Avenue
Glendale, Arizona 85301
(623)930 -2180**

PHANumber: AZ003

PHAFiscalYearBeginning: 07/01/2003

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

On-site ROSS grant office.

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

AnnualPHAPlan
PHAFiscalYear2003
[24CFRPart903.7]

AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
- SmallAgency(<250PublicHousingUnits)**
- AdministeringSection8Only**
- TroubledAgencyPlan**

i. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

Provideabriefoverviewof theinformationintheAnnualPlan,includinghighlightsofmajorinitiatives anddiscretionarypoliciesthePHAhasincludedintheAnnualPlan.

TheCityofGlendaleiscommittedtoprovidingabetterqualityoflifeforallresidentsinthecommunity. The CityofGlendaleCommunityHousingDivision(CHD)promotesthiscommunity -widecommitmentby maintainingahighqualitystandardforthemangementandoperationsofthePublicHousingandSection8 programsfortheCity'slow -incomeresidents.

TheMissionoftheGlendaleCommunityHousingDivisionis:

ToefficientlyadministerprojectsandprogramsasapprovedbytheAnnualContributionsContractwith theDepartmentofHousingandUrbanDevelopment(HUD);topromoteincreaseddiversityandvitalityof neighborhoodsthroughthedeconcentrationofhousingopportunitiesforlow -incomefamilies,andby providingdecent,safe,andsanitary,andaffordablehousingforallprogramparticipants.

ToachievetheCHDmission,thefollowinggoalsandobjectiveswereestablishedinthe2005 -YearAgency Plan:

Goal1: Increaseheavailabilityofdecent,safe,andaffordablehousing.

Objective: Acceptandadministerrentalvoucherswhenpossible.

Goal2: Increaseassistedhousingchoices.

Objective: Providevoucher mobilitycounselingforprogramparticipants.
Conductoutreacheffortstopotentialvoucherlandlords.

- Goal3:** Provide an improved living environment for public housing residents.
- Objective:** Enhance the security, privacy, site beautification and recreational activities, and improve the “curb appeal” of the public housing communities to better integrate them with the adjacent private property by obtaining funding and constructing recreation areas, improved fencing, etc.
- Continue to partner with local law enforcement to provide an officer specifically assigned to the rental communities. This officer opens lines of communication with residents of all ages to promote trust and to work together for the wellbeing of the rental communities.
- Goal4:** Promote self-sufficiency and asset development of program participants.
- Objective:** Increase the number and percentage of employed persons in assisted families.
- Provide or attract supportive services to improve program participant’s employability and self-sufficiency.
- Goal5:** Ensure equal opportunity and affirmatively further fair housing objectives.
- Objective:** Continue with all CHD’s long-standing Equal Housing Opportunity initiatives.
- Goal6:** Manage the Glendale assisted housing programs in an efficient and effective manner.
- Objective:** Achieve suitable scores on SEMAP and PHAS.

The goals and objectives, coupled with the policies and procedures established by the Community Housing Division, are all designed to ensure the attainment of the CHD mission and further, to provide quality community and customer service.

The CHD will take every opportunity to lease up all existing vouchers as possible under current ACC contracts as funding allows. In addition, to promote community pride and upward mobility for tenants, CHD will continue the commitment to improve and enhance the physical condition, curb appeal, and accessibility of its Public Housing properties. CHD will also continue efforts to provide self-sufficiency and skills enhancement incentives for Public Housing program participants to assist them to transition from assisted housing to self-sufficiency. CHD will offer Section 8 program participants the opportunity to become homeowners through the Section 8 Homeownership program. Assisting families to achieve independence will help stabilize the community and increase the availability of assisted housing to other families on the waiting list.

The following provides highlights of the planning strategies developed for the City of Glendale Community Housing Division 2003 Annual Plan.

- Comprehensive screening policies to ensure that program participants are good neighbors and respect the peaceful enjoyment of the neighborhood.
- Continued efforts to enhance the quality of housing for program participants.
- Admission preferences for working families, full-time students, seniors, disabled, and displaced residents in our community.
- Fair and equitable deconcentration policies.
- Customer-friendly admission procedures to provide greater access to affordable housing.
- Self-Sufficiency Program through the ROSS grant for public housing residents.

- Homeownership option through the Section 8 Homeownership program.

In summary, the City of Glendale Community Housing Division is committed to providing quality housing, a better way of life, and enhanced services to low-income community residents. The policies, goals and objectives in the 5-Year and Annual Plans are all designed to ensure the achievement of these goals and to provide the planning tools necessary to improve the availability and condition of housing in the Glendale community.

ii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a SEPARATE file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

Required Attachments:

- Component 3, (6) Deconcentration and Income Mixing - **Attachment A**
- FY2003 Capital Fund Program Annual Statement (**included in PHA Plan**)
- Most recent board-approved operating budget (Required Attachment for PHA's that are troubled or at risk of being designated troubled ONLY)
- Implementation of Public Housing Resident Community Service Requirements **Attachment B**
- Pet Policy - **Attachment C**

- Resident Advisory Board Membership List - **Attachment D**
- 5-Year Plan Progress Report - **Attachment E**
- Voluntary Conversion Certification - **Attachment F**

- Resident Member on the PHA Governing Board - **Attachment G**

Optional Attachments:

- PHA Management Organizational Chart - **Attachment H**
- FY2003 Capital Fund Program 5 Year Action Plan (included in PHA Plan)
- Public Housing Drug Elimination Program (PHDEP) Plan **NOLONGE R AVAILABLE**
- Comments of Resident Advisory Board or Boards (included in PHA Plan)
- Other (List below, providing each attachment name)

- ✓ **SECTION 8 ADMINISTRATIVE PLAN (Including Informal Review and Informal Hearing Procedures) - (az003a01)**
- ✓ **PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY (Including Grievance Procedure and Pet Policy) - (az003b01)**

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
✓	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
✓	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
✓	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
✓	Consolidated Plan for the jurisdiction in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
✓	Most recent board - approved operating budget for the public housing program	Annual Plan: Financial Resources;

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
✓	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Agency Plan: Eligibility, Selection, and Admissions Policies
✓	Section 8 Administrative Plan	Agency Plan: Eligibility, Selection, and Admissions Policies
✓	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA Board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
✓	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
✓	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
✓	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
✓	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
✓	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
✓	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
✓	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	the active grant year	
✓	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
✓	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided a tPHA option)	Annual Plan: Capital Needs
<u>N/A</u>	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
✓	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
✓	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
✓	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
✓	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
✓	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Others supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
✓	Resident Community Service Plan	Admissions and Continued Occupancy Plan
✓	Pet Policy	Admissions and Continued Occupancy Plan

1. Statement of Housing Needs

[24CFR Part 903.79(a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income ≤ 30% of AMI	4862	5	5	5	5	5	3
Income > 30% but ≤ 50% of AMI	4812	5	5	5	5	3	3
Income > 50% but < 80% of AMI	6634	3	3	3	2	1	3
Elderly	3391	3	3	3	2	1	3
Families with Disabilities	N/A						
Non-Hispanic	14,206	4	4	4	3	1	3
Hispanic	3946	5	5	5	4	1	4
African-American	790	5	5	5	4	1	4
American-Indian	198	5	5	5	4	1	4
Asian	394	5	5	5	4	1	4

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: **2000-2004**
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)
City Population Information, 2000 Census
City of Glendale CAPER FY 2001 - 2002

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant -based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	711		
Extremely low income <= 30% AMI			
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)	711*		
Families with children	525		
Elderly families	46		
Families with Disabilities	140		

Housing Needs of Families on the Waiting List			
Non-Hispanic	314		
Hispanic	241		
African/American	144		
American/Indian	7		
Asian	5		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	232		
2BR	213		
3BR	197		
4BR	69		
5BR	0		
5+BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 12 Does the PHA expect to re-open the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

*Income verified during eligibility review, when pulled for assistance. Waitlist status is not based on income level.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant - based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site - Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	992		
Extremely low income <= 30% AMI			
Very low income			

Housing Needs of Families on the Waiting List			
(>30% but <=50% AMI)			
Low income (>50% but <80% AMI)	992*		
Families with children	765		
Elderly families	52		
Families with Disabilities	175		
Non-Hispanic	452		
Hispanic	290		
African/American	223		
American/Indian	15		
Asian	12		
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? One month Does the PHA expect to re-open the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

*Income verified during eligibility review, when pulled for assistance. Waitlist status is not based on income level.

C. Strategy for Addressing 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**, and the Agency's reasons for choosing this strategy.

While new low -income LIHTC complexes are being built within the city limits, the need for affordable housing in the Glendale jurisdiction continues to outweigh the available resources. The CHD will continue its successful landlord marketing approach to attract landlords to the Section 8 program. In addition, to promote community pride and upward mobility for tenants, CHD will continue the commitment to improve and enhance the physical condition, curb appeal, and accessibility of the current Public Housing properties.

The CHD will also continue efforts to provide self -sufficiency and skills enhancement incentives for Public Housing and Section 8 program participants to assist them to transition from subsidized housing to traditional housing. Assisting families to achieve independence will help stabilize the community and increase the availability of assisted housing to other families on the waiting list.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- 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
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease -up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional section 8 units should they become available

- Leverage affordable housing resources in the community through the creation of mixed-income housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

Market the program to local landlords

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

- Employ admissions preference aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special purpose voucher targeted to the elderly, should they become available
- Other: (list below)
Waiting list preference to elderly, will begin to benefit of the working preference.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special -purpose voucher targeted to families with disabilities, should they become available
- Affirmatively market to local non -profit agencies that assist families with disabilities
- Other: (list below)
Applicants receiving Social Security Disability, Supplemental Security Disability or any payments based on inability to work, will be given benefit of the working preference.

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:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market these section 8 program to owners outside of areas of poverty/minority concentrations
- Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- 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
- Other: (list below)

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	331,000	
b) Public Housing Capital Fund	325,044	
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	7,130,699	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	250,000	
h) Community Development Block Grant	50,000	public housing capital improvements & safety/security
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	237,560	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Other income (list below)		
City of Glendale Funds	332,000	
4. Non -federal sources (list below)		
Total resources		

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(c)]

A. Public Housing

Exemptions: PHA that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

When the family nears the top of the waiting list, names are pulled and an eligibility appointment is set.

b. Which non -income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug -related activity
- Rental history
- Housekeeping
- Other (describe)

fraud in other housing programs

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC -authorized source)

(2)WaitingListOrganization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below) **BYPHONE**

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?
none

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)?
If yes, how many lists?

3. Yes No: May families be on more than one lists simultaneously?
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g. , to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection (5) **Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction

- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in the jurisdiction
- 1 Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA - resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Anytime family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

SEE REQUIRED DECONCENTRATION AND INCOME MIXING [ATTACHMENT A](#)

a. Yes No Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question. **Notice PIH2001 -4 January 19, 2001**

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and development targeted below)

d. Yes No: Did the PHA adopt any changes to **other policies** based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income -mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher -income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower -income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub -component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug -related activity only to the extent required by law or regulation
- Criminal and drug -related activity, more extensively than required by law or regulation
- More general screening than criminal and drug -related activity (list factors below)
- Other (list below)

Debt to other PHAs

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC -authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug -related activity
- Other (describe below) **WITH APPROPRIATE APPLICANT RELEASE:
EVICTION
BAD DEBT HISTORY
PREVIOUS LANDLORD NAMES/REPORT**

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project -based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)

- PHA in administrative office
- Other (list below) **BY PHONE**

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60 -day period to search for a unit?

If yes, state circumstances below:

FOR DOCUMENTED AND JUSTIFIABLE REASONS

(4) Admissions Preferences

a. Income targeting

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant -based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2. Date and Time

Former Federal preferences

- 1. Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction
- 1 Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special -purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special -purpose section 8 programs to the public?

- Through published notices
- Other (list below)
Through 24 -Hour Hotline and other postings, as appropriate.

4. PHA Rent Determination Policies

[24 CFR Part 903.79(d)]

A. Public Housing

Exemptions: PHA that do not administer public housing are not required to complete sub -component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

The PHA will not employ any discretionary rent -setting policies for income based rent in public housing. Income -based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub -component (2))

---or---

The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
 \$1-\$25
 \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below :

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

Flat rent may be less than 30% of adjusted income. Case -by-case basis.

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent -setting policy)
If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent -setting policy)

If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent redeterminations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)

Anytime a family experiences a change in either the composition or income that would cause a rent decrease.

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12-month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

Professional appraisal of other unassisted rental units in the jurisdiction.

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C (2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

An organization chart showing the PHA's management structure and organization is attached.

[Attachment F](#)

A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	155	48
Section 8 Vouchers	1051	96
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	155	N/A
Other Federal Programs (list individually)	N/A	
ROSS	155	N/A

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management: (list below)

**Conventional Public Housing Admissions and Continued Occupancy Policy
Public Housing Maintenance Policy**

(2) Section 8 Management: (list below)

Section 8 Administrative Plan

6. PHA Grievance Procedures

[24CFRPart903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8- Only PHAs are exempt from sub -component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
 PHA development management offices
 Other (list below)

B. Section 8 Tenant -Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24CFR Part 903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub -component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD Form HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

This document is inserted on the next page

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: City of Glendale Housing Authority		Grant Type and Number Capital Fund Program Grant No: AZ20P00350103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non - CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	18,000.00			
4	1410 Administration	35,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	12,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	104,635.00			
10	1460 Dwelling Structures	104,765.00			
11	1465.1 Dwelling Equipment — Nonexpendable	16,000.00			
12	1470 Non dwelling Structures				
13	1475 Non dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHAName: City of Glendale Housing Authority	Grant Type and Number Capital Fund Program Grant No: AZ20P00350103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 20) –	290,400.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHAName: City of Glendale Housing Authority		Grant Type and Number Capital Fund Program Grant No: AZ20P00350103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Office Furniture, Computer Hardware/Software	1408		18,000.00				
HA-Wide	Administrative Cost & Training	1410		35,000.00				
HA-Wide	Architectural & Design Cost	1430		12,000.00				
AZ3 -1	Tree Removal/Replacement	1450		2,320.00				
AZ3 -1	Abate Tile/Install Carpet & Vinyl	1460	4 units	6,000.00				
AZ3 -1	Roof Replacement Phase I	1460		31,125.00				
AZ3 -1	Appliance Replacement	1465		6,000.00				
AZ3 -2	Exterior Upgrades	1450		100,000.00				
AZ3 -2	Tree Removal/Replacement	1450		2,315.00				
AZ3 -2	Replace Interior Doors	1460		6,000.00				
AZ3 -2	Roof Replacement Phase I	1460		31,125.00				
AZ3 -2	Replace Smoke Detectors	1460		2,000.00				
AZ3 -2	Abate Tile, Install Carpet & Vinyl	1460	16 units	28,515.00				
AZ3 -2	Appliance Replacement	1465		10,000.00				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHAName: City of Glendale Housing Authority		Grant Type and Number Capital Fund Program Grant No: AZ20P00350103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHAName: City of Glendale Housing Authority		Grant Type and Number Capital Fund Program No: AZ20P00350103 Replacement Housing Factor No:					Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
AZ3 -1	6/30/05			6/30/07			
AZ3 -2	6/30/05			6/30/07			

CapitalFundProgramFive -YearActionPlan

PartI:Summary

PHAName CityofGlendale HousingAuthority		<input checked="" type="checkbox"/> Original5 -YearPlan <input type="checkbox"/> RevisionNo:			
Development Number/Name/H A-Wide	Year1	WorkStatementforYear2 FFYGrant:2004 PHAFY:2004	WorkStatementforYear3 FFYGrant:2005 PHAFY:2005	WorkStatementfor Year4 FFYGrant:2006 PHAFY:2006	WorkStatementfor Year5 FFYGrant:2007 PHAFY:2007
	Annual Stateme nt				
AZ3 -1		98,000.00	88,500.00	172,400.00	49,000.00
AZ3 -2		116,000.00	103,500.00	33,000.00	84,000.00
AZ3 -4		11,400.00	33,400.00	20,000.00	72,400.00
HA-Wide		65,000.00	65,000.00	65,000.00	85,000.00
CFPFundsListed for5 -year planning		290,400.00	290,400.00	290,400.00	290,400.00
Replacement HousingFactor Funds					

CapitalFundProgramFive -YearActionPlan
PartII:SupportingPages —WorkActivities

Activities for Year1	ActivitiesforYear: 2 FFYGrant:2004 PHAFY:2004			ActivitiesforYear: 3 FFYGrant:2005 PHAFY:2005		
	Development Name/Number	MajorWork Categories	EstimatedCost	Development Name/Number	MajorWork Categories	EstimatedCost
See	AZ3 -1	RoofReplacement	38,000.00	AZ3 -1	SmokeDetectors	5,100.00
Annual	AZ3 -1	ParkingLot Upgrades	20,000.00	AZ3 -1	Appliance Replacement	8,000.00
Statement	AZ3 -1	ExteriorPainting	40,000.00	AZ3 -1	ExteriorPainting	10,000.00
				AZ3 -1	Tile/Carpet	12,000.00
		1		AZ3 -1	RevampSewerLine fromOfficeto Street	5,000.00
				AZ3 -1	RoofReplacement	10,000.00
	AZ3 -2	ExteriorUpgrades	62,000.00	AZ3 -1	PhaseIWaterLines	35,000.00
	AZ3 -2	RoofReplacement	54,000.00	AZ3 -1	Tree Removal/Replace	3,400.00
				AZ3 -2	ExteriorUpgrades	45,500.00
				AZ3 -2	Appliance Replacement	8,000.00
				AZ3 -2	CarpetReplacement	12,000.00
	AZ3 -4	ExteriorUpgrades	11,400.00	AZ3 -2	Tree Removal/Replace	3,000.00
				AZ3 -2	RoofReplacement	35,000.00
				AZ3 -4	CarpetReplacement	7,000.00
				AZ3 -4	ExteriorPainting	10,000.00
				AZ3 -4	Appliance Replacement	5,000.00

	Development Name/Number	MajorWork Categories	EstimatedCost	Development Name/Number	MajorWork Categories	EstimatedCost
				AZ3 -4	SmokeD etectors	3,400.00
	HA-wide	Management, Administrative, Fees	65,000.00	AZ3 -4	Tree Removal/Replace	3,000.00
				AZ3 -4	ReplaceSewer Conjunction& MainTap	5,000.00
				HA-Wide	Management, Administrative, Fees	65,000.00
	TotalCFPEstimatedCos t		\$290,400.00			\$290,400.00

Capital Fund Program Five - Year Action Plan

Part II: Supporting Pages — Work Activities

Activities for Year: 4 FFY Grant: 2006 PHAFY: 2006			Activities for Year: 5 FFY Grant: 2007 PHAFY: 2007		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
AZ3 -1	Tile/Carpet	12,000.00	AZ3 -1	Carpet Replacement	15,000.00
AZ3 -1	Phase II, III Water Lines	70,000.00	AZ3 -1	Interior Painting	6,000.00
AZ3 -1	Phase I Waste Lines	69,400.00	AZ3 -1	Tree Removal/Replace	4,000.00
AZ3 -1	Tree Remove/Replace	3,000.00	AZ3 -1	Appliance Replacement	12,000.00
AZ3 -1	Window Covering	3,000.00	AZ3 -1	Smoke Detectors	2,000.00
AZ3 -1	Appliance Replacement	10,000.00	AZ3 -1	Slurry Coat Parking Lot	10,000.00
AZ3 -1	Interior Painting	5,000.00			
			AZ3 -2	Carpet Replacement	15,000.00
AZ3 -2	Tile/Carpet	12,000.00	AZ3 -2	Asphalt Parking Lot	45,000.00
AZ3 -2	Tree Removal/Replace	3,000.00	AZ3 -2	Tree Removal/Replace	4,000.00
AZ3 -2	Window Covering	3,000.00	AZ3 -2	Appliance Replacement	12,000.00
AZ3 -2	Appliance Replacement	10,000.00	AZ3 -2	Smoke Detector	2,000.00
AZ3 -2	Interior Painting	5,000.00	AZ3 -2	Interior Painting	6,000.00

Development Name/Number	MajorWork Categories	EstimatedCost	Development Name/Number	MajorWork Categories	EstimatedCost
AZ3 -4	Tree Removal/Replace	3,000.00	AZ3 -4	CarpetReplacement	13,400.00
AZ3 -4	WindowCovering	3,000.00	AZ3 -4	InteriorPainting	4,000.00
AZ3 -4	Appliance Replacement	7,000.00	AZ3 -4	ExteriorPainting	35,000.00
AZ3 -4	CarpetReplacement	7,000.00	AZ3 -4	Appliance Replacement	8,000.00
			AZ3 -4	TreeRemoval	3,000.00
			AZ3 -4	SmokeDetector	1,000.00
			AZ3 -4	SlurryCoatParking	8,000.00
HA-Wide	Management, Administrative,Fees	65,000.00	HA-Wide	Management, Administrative, Fees	65,000.00
			HA-Wide	PowerLawn Equipment	20,000.00
TotalCFPEstimatedCost		\$290,400.00			\$290,400.00

B.HOPEVIandPublicHousingDevelopmentand Replacement Activities(Non -CapitalFund)

Applicabilityofsub -component7B:AllPHAsadministeringpublichousing.Identify anyapprovedHOPEVIand/orpublichousingdevelopmentorreplacementactivities notdescribedintheCapitalFundProgramAnnualStatement.

- Yes No:a)HasthePHAreceivedaHOPEVIrevitalizationgrant?(ifno, skiptoquestionc;ifyes,provideresponsestoquestionbfor eachgrant,copyingandcompletingasmanytimesasnecessary)
b)StatusofHOPEVIrevitalizationgrant(completeonesetof questionsforeachgrant)

1.Developmentname:

2.Development(project)number:

3.Statusofgrant:(selectthestatementthatbestdescribesthecurrent status)

- RevitalizationPlanunderdevelopment
 RevitalizationPlansubmitted,pendingapproval
 RevitalizationPlanapproved
 ActivitiespursuanttoanapprovedRevitalizationPlan underway

- Yes No:c)DoesthePHAplantoapplyforaHOPEVIRevitalizationgrant inthePlanyear?

Ifyes,listdevelopmentname/sbelow:

- Yes No:d)WillthePHAbeengaginginanymixed -financedevelopment activitiesforpublichousinginthePlanyear?

Ifyes,listdevelopmentsoractivitiesbelow:

- Yes No:e)WillthePHAbeconductinganyotherpublichousing developmentorreplacementactivitiesnotdiscussedin the CapitalFundProgramAnnualStatement?

Ifyes,listdevelopmentsoractivitiesbelow:

8. Demolition and Disposition

[24CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

- Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

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

9. Designation of Housing

Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24CFR Part 903.79(i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u> (DD/MM/YY)</u>	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously -approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete as streamlined submission. PHAs completing streamlined submissions may skip to component 11.) See [Attachment F](#)

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD -approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

Units addressed in a pending or approved demolition application (date submitted or approved: _____)

Units addressed in a pending or approved HOPEVI demolition application (date submitted or approved: _____)

Units addressed in a pending or approved HOPEVI Revitalization Plan (date submitted or approved: _____)

Requirement no longer applicable: vacancy rates are less than 10 percent

Requirement no longer applicable: site now has less than 300 units

Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPEVI program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPEI program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HO PEI <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
 26- 50 participants
 51 to 100 participants
 more than 100 participants

b. PHA - established eligibility criteria

Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

- **No outstanding debt to CHD or any other PHA.**
- **Successfully complete one year initial voucher rental lease in CHD program, with the exception of portables.**
- **No rental assistance program violations**

12. PHA Community Service and Self -sufficiency Programs

[24 CFR Part 903.79(l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 - Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? **12/15/00**

2. Other coordination efforts between the PHA and TANF Agency (select all that apply)

- Client referrals
 Information sharing regarding mutual clients (for rent determinations and otherwise)
 Coordinate the provision of specific social and self -sufficiency services and programs to eligible families

- Jointly administer programs
- Partner to administer a HUD Welfare -to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing home ownership option participation
- Preference/eligibility for section 8 home ownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

- Yes No: Does the PHA coordinate, promote or provide any program to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.) **See [Attachment B](#)**

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/PH main office/other provider name)	Eligibility (public housing or section 8 participants or both)
<i>ROSS</i>	<i>155 families</i>	<i>Home visit to all to assess needs</i>	<i>On-site at one of three complexes, conveniently located to all .</i>	<i>Public housing</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 02/01/02)
Public Housing	N/A	N/A
Section 8	12	9

b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24CFR Part 903.79(m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug -related crime in some or all of the PHA's developments
- High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower -level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual level of violent and/or drug -related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anti-crime/anti-drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

Lamar Homes	Glendale Homes	Cholla Vista Apts
6100 W. Lamar Rd	5200 W. Ocotillo Rd	5320 W. Maryland
Glendale, AZ	Glendale, AZ	Glendale, AZ

B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

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

A Police Officer is specifically assigned to the PHA rental housing communities

2. Which developments are most affected? (list below)

Lamar Homes	Glendale Homes	Cholla Vista Apts
6100 W. Lamar Rd	5200 W. Ocotillo Rd	5320 W. Maryland
Glendale, AZ	Glendale, AZ	Glendale, AZ

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action

- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)

Lamar Homes	Glendale Homes	Cholla Vista Apts
6100 W. Lamar Rd	5200 W. Ocotillo Rd	5320 W. Maryland
Glendale, AZ	Glendale, AZ	Glendale, AZ

D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

Not longer applicable.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY2003 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment

14. Pet Policy

[24CFR Part 903.79(n)]

Summary of Pet Policy as attachment – [Attachment C](#)

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

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

16. Fiscal Audit

[24CFR Part 903.79(p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42US.C.1437c(h))? (If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?

4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? ____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24CFR Part 903.79(q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)
Inventory Control Database
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24CFR Part 903.79(r)]

5-Year Plan Progress Report - [Attachment E](#)

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

Attached at Attachment (Filename)

Provided below:

Resident Board reviewed PHA Plan and all attached documentation and did not have any comments.

3. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was there a resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

b. Eligible candidates: (select one)

Any recipient of PHA assistance

Any head of household receiving PHA assistance

Any adult recipient of PHA assistance

- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: **City of Glendale, Arizona**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan .(list below)
See #4 below

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The City of Glendale’s Consolidated Plan fully supports the goals and objectives of the PHA Agency Plan and will work collaboratively with the CHD to help ensure that the Agency Plan goals are achieved.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD D.

DEFINITION OF “SUBSTANTIAL DEVIATION” AND “SIGNIFICANT AMENDMENT OR MODIFICATIONS” [903.7(r)]

The following definition of “Substantial Deviation” of the 5 -Year Plan and “Significant Amendment or Modification” of the Annual Plan from the 5 -Year Plan has met full public process requirements, including the Resident Advisory Board Review.

SUBSTANTIAL DEVIATION : Substantial Deviations shall be defined as a material change in the City of Glendale, Community Housing Division’s 5 -Year Plan Mission Statement and/or Goals.

SIGNIFICANT AMENDMENT OR MODIFICATION: Significant Amendment or Modifications shall be defined as a change, which fundamentally changes a provision in the Annual Plan or the 5 -Year Plan.

ADOPTION OF SUCH CHANGES: The City of Glendale Mayor and Council shall be required to approve such changes. Changes approved by the Mayor and Council, or authorized designee, must be submitted for HUD approval prior to implementation.

Prior to Mayor and Council approval, such changes must be submitted to the Resident Advisory Board and the Housing Advisory Commission for consultation and be made available for a 45 -day public comment period.

STATUTORY/REGULATORY CHANGES: The provisions of this plan are based upon local, state and Federal law and regulations. Should any applicable law or regulation change, this plan will be automatically revised. To the extent that the change is mandatory (allowing no CHD discretion), the plan will be revised without requirement for administrative processing. By approving this provision, the Mayor and Council, and the Housing Advisory Commission understand that they are approving future automatic revisions responding to mandatory regulatory changes. The Housing Advisory Commission will be made aware of such changes. All such changes will also be submitted to the Department of Housing and Urban Development.

19. Attachments

Attachment A –

Deconcentration Attachment

Component 3,(6) Deconcentration and Income Mixing

a. Yes No: Doesthe PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

Attachment B

IMPLEMENTATION OF PUBLIC HOUSING RESIDENT COMMUNITY SERVICE REQUIREMENTS

In anticipation of the July 1, 2003 reinstatement date, in May 2003, the City of Glendale, Community Housing Division (CHD) will begin notifying all Public Housing residents of the status of the requirement and whether they are exempt or non-exempt. A Notice to All Residents will be delivered to each resident family, outlining the Community Service Program requirement, the family's obligations, and information on exempt status. Also, for residents determined to be non-exempt, information will be provided about obtaining suitable volunteer positions along with a list of volunteer opportunities and work activity options.

During May 2003, CHD will send a letter to all adult household members notifying each person of exempt or non-exempt status. For non-exempt household members, the letter will contain information on how to claim exempt status and what needs to be done to comply with the service requirement if not exempt.

At the first annual reexamination on or after July 1, 2003, the assigned Housing Specialist will have each adult, non-exempt family member sign a form acknowledging their responsibilities and that they understand the consequences of non-compliance.

Each family member required to perform this service will be responsible for providing monthly progress reports. The Housing Specialist will track the family member's monthly progress for compliance with the requirement.

Currently, approximately 76% of adult residents in the City of Glendale Public Housing Program are employed, 62 years of age or older, or disabled, and are exempt from the community service requirements. Due to the participation in the ROSS program, there will also be a small percentage exempt due to enrollment in training programs. The remaining Public Housing adult family members who are not exempt will be required to perform eight hours of community service work or duties each month, according to the community service definition. This may include programs for job training, work placement, basic skill training, education, English proficiency, workfare, financial or household management, apprenticeship, and any program necessary to ready a participant to work.

The CHD Community Service Program goal is to increase the self-sufficiency, employability and family stability of all Public Housing residents.

Attachment C

PET POLICY DESCRIPTION

The City of Glendale, Community Housing Division (CHD) has implemented a Pet Policy for the Public Housing Program that permits residents to own and keep a maximum of two (2) common household pets in their apartments. Residents will be required to request prior approval for a pet and pay a \$100.00 pet deposit per apartment, payable in six months.

- Residents must maintain current inoculation records, dog license(s), and valid tags on their pets.
- Pets must be kept inside the apartment, or on a leash, controlled by a responsible adult at all times.
- Pets must also be kept out of landscaping and other common areas not assigned to the resident.
- Pets must not disturb other residents.
- Pets must be spayed or neutered and proof submitted to CHD.
- Pets must not be left unattended for more than 24 hours.
- Resident will be responsible for reasonable damage charges for repair to the premises, buildings, facilities, and common areas caused by the pet.
- Resident may be denied approval to register a pet if:
 - The resident fails to provide complete pet registration or fails to update the registration annually.
 - The resident fails to comply with the above listed rules.
 - The CHD determines that the pet owner will be unable to keep the pet in compliance with the pet rules.

**THE COMPLETE PET POLICY IS CONTAINED IN THE CITY OF GLENDALE,
COMMUNITY HOUSING DIVISION CONVENTIONAL PUBLIC HOUSING
ADMISSIONS AND CONTINUED OCCUPANCY POLICY.**

AttachmentD

2003AnnualAgencyPlan

ResidentAdvisoryBoardMembershipList

GlendaleHomes

RosieValles
MindyHarrald

LamarHomes

vacant
DeborahLipscomb

ChollaVista

ManuelSanchez
RebaAlexander

Attachment E

Five-Year Progress Report

Glendale Housing continues to experience success with accomplishments that have taken place within both programs, Conventional Public Housing and Section 8 Housing Choice Vouchers. Several of the goals and objectives that were established in the fiscal year 2000 -2004 Five Year Agency Plan continue to be met and exceeded. The following are examples of the accomplishments made by Glendale Housing:

- Added several local apartment complexes and private landlords to our list of existing rental stock, which increased the housing choices available to our participants.
- Received another CDBG grant in FY 2002 -2003 in the amount of \$160,000 to continue the exterior beautification/modernization of the public housing complexes and provide an improved living environment for public housing residents.
- The Resident Opportunities for Self-Sufficiency (ROSS) grant program is underway. All public housing families were contacted for a needs assessment; on-site training was developed; partnerships with community agencies are in place; and residents are involved.
- A Section 8 Homeownership program was developed. While this program is optional, CHD chose to put it in place to help participants who are ready to transition to homeownership.
- Received a High -Performerrating in PHAS score.
- Received a High -Performerrating in SEMA score.

As shown, even in this time of economic difficulty, the City of Glendale has demonstrated a high level of success in implementing the goals of the Agency Plan. We are committed to and look forward to continuing the success that this HA has achieved in the past. We also look forward to expanding and continuing partnerships that will ensure the quality of life for the participants of our programs.

AttachmentF

Voluntary Conversion Certification

1. Currently all three public housing developments have been modernized and amenities generally seen in the industry have been incorporated into the units. There are also amenities not normally found in the private rental market. The potential of residents locating and renting like units in the area would be limited and most rentals do not include the amenities currently found in the developments. The PHA continues to add streetscape appeal to all the developments and resident common areas -- upgrades that are lacking in most of the area's other rentals. Along with amenities and curb appeal, the amount of open green areas surrounding each unit is becoming more and more out of character for apartment rentals.

2. Currently all three developments allow families to choose either income based rent determination or flat rents. If a family were to convert to a voucher, the potential for the family to pay more for rent exists since vouchers do not have the flat rent option. Also, rents for larger bedroom sizes continue to increase at an alarming rate, and families would potentially pay more for rent than they presently do in public housing.

**Required
Attachment G
Resident Member on the PHA Governing Board**

1. Yes No Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

B. How was the resident board member selected: (select one)?

- Elected
- Appointed

C. The term of appointment is (include the date term expires):

2. A. **If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?**

the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full-time basis.

the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

The governing board for this PHA is the City Council, chaired by the Mayor. Members are not appointed; they are elected through a city district-wide electoral process. Interested parties must complete necessary intent to run documents, run a successful campaign to win a primary election, then successfully win the general election. Once elected, the position is salaried and is held for four years. Members of the PHA resident advisory board have been notified of this process.

B. Date of next term expiration of a governing board member:

N/A

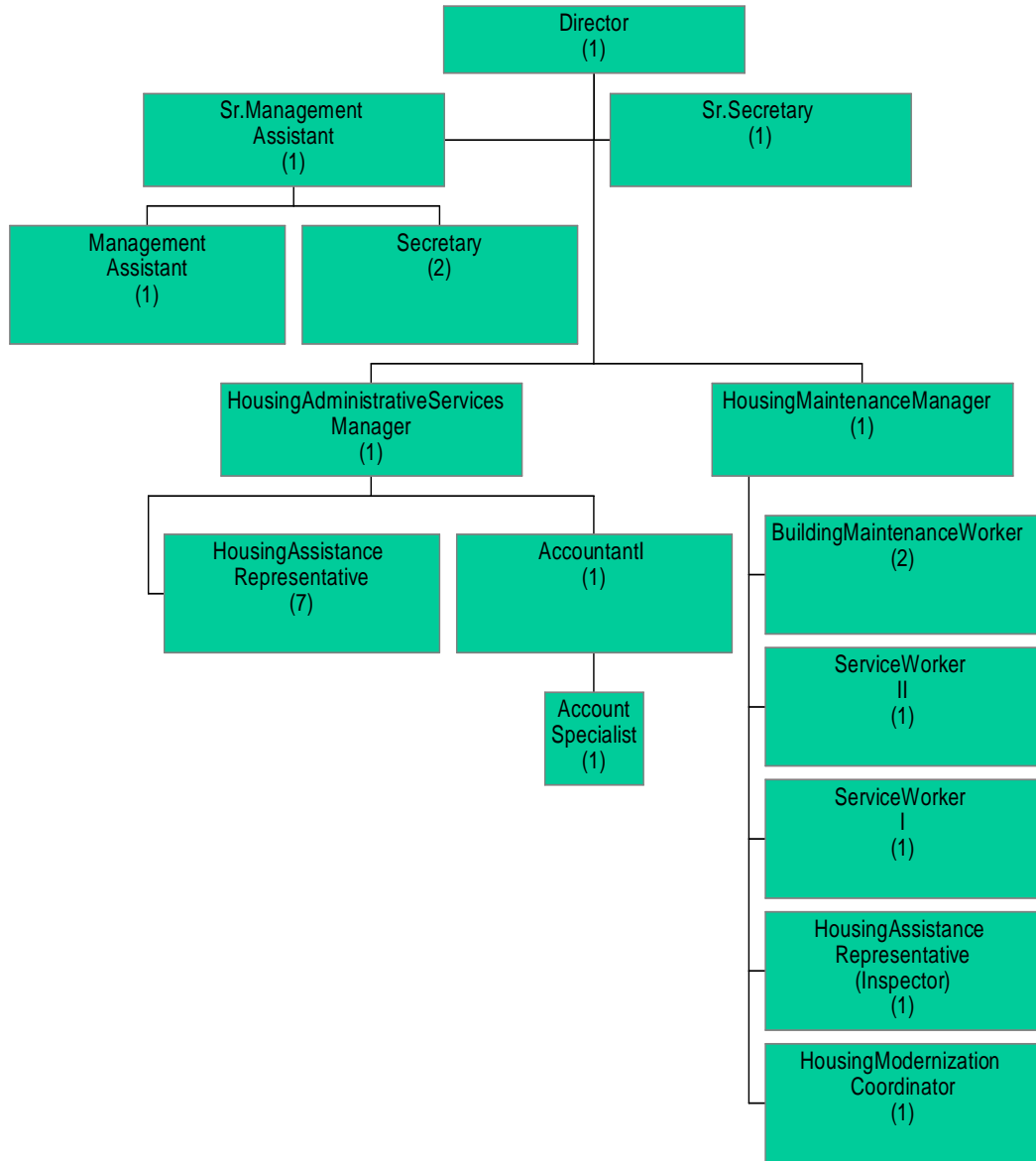
C. Name and position of appointing official(s) for governing board (indicate appointing official for the next position):

There is no appointing official. Positions are by city district -wide election.

AttachmentH

OrganizationalChart

CityofGlendale,Arizona
CommunityHousingDivision
AZ003
AgencyPlan2003
Attachment –Or ganizationalChart



**PHA Plan
Table Library**

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition/ disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home- ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>