

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

**PHA Plan
Agency Identification**

PHA Name: HOUSING AUTHORITY OF THE CITY OF OSCEOLA,
ARKANSAS

PHA Number: AR021

PHA Fiscal Year Beginning: (mm/yyyy) 10\2000

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)

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)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: Is to provide drug free, decent, safe and sanitary housing for eligible families and to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability and by serving the needs of low-income, very low-income and extremely low-income families in the PHA's jurisdiction. To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination and promote self-sufficiency and economic independence for residents.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
- Reduce public housing vacancies: The PHA will double offers on units, strong modernization program and maintenance program to get units ready in a shorter time frame by PHA staff or contracting when necessary to get work done. Advertising in papers, on radio and flyers in public places notifying the public of the availability of our units.
- Leverage private or other public funds to create additional housing opportunities:

- Acquire or build units or developments
- Other : Apply for Hope VI Grant to help revitalize our existing stock, by creating and improving curb appeal and strengthening our security in our PHA, we plan if we are awarded the Hope VI Grant to demolish 120 units and build back 105 units with off the street parking and other amenities that the units do not have at present time. This will improve our waiting list and decrease our vacancies tremendously.

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: Our goal is to achieve high performer status by improving PHAS score, by reducing vacancies, closely examine budgets with Federal cuts in mind, achieve greater financial stability
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction: Serve our customers better by improving our communication with the residents and community by keeping them more informed of our activities and plans, by getting the residents more involved in our planning process and operations. Serve our elderly and family residents with high quality housing that is clean, safe and affordable.
- Concentrate on efforts to improve specific management functions: Reduce vacancies, improve safety and communications with and for residents, promote and enforce resident responsibility.
- Renovate or modernize public housing units: By utilizing Capital Funds to renovate 370 units and operating funds.
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers: We have a Section 8 application in with our Hope VI application, if we get this we will need to provide housing during relocation while work is in progress on the Hope VI Grant.
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:

- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

- PHA Goal: Provide an improved living environment
 - Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: To achieve goal by skipping of families on the waiting list to achieve balance income mix in developments AR021001, AR021002, AR021003 and AR021004.
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: This will be accomplished through our DE-Concentration Policy.
 - Implement public housing security improvements: Applying for Hope VI Grant, applying for a Drug Elimination Grant and using the Justice Grant that the PHA has at present time that provides extra security, patrolling and reporting of crimes and activities which improve our screening process.
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: Strengthen our community partnership and enhance our community image.

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
 - Objectives:
 - Increase the number and percentage of employed persons in assisted families: Assist our residents and clients by providing access to opportunities for counseling, education, vocational training.
 - Provide or attract supportive services to improve assistance recipients' employability: Partnerships with agencies that help provide these services.
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities. Partner with City and Community agencies to better

work toward the overall development and improvement of our PHA and community.

- Other: Growing partnerships with site residents and neighborhood organizations, local and state governments and support service providers.

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Consistently adhere to policies regarding offers to all units without regard to race, color, religion, national origin, sex, familial status, disability or challenges, and act promptly upon any complaint.
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: Provide all services to families without regard to race, color, religion, national origin, sex, familial status, disabilities or challenges.
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: Promote our housing agency in the spirit of all civil rights and non-discrimination laws and regulations and affirmatively furthering fair housing opportunities. Utilize the Resident Advisory Board and Council for information dissemination.

Other PHA Goals and Objectives: (list below)

- 1. That we will develop an overall strategy plan for our agency.**
- 2. Strengthen our Community Partnerships.**
- 3. Enhance our community image by communication, curb appeal and improving our housing stock.**
- 4. Look at our housing stock with competition in mind at all times.**
- 5. We will comply with all Civil Rights and Fair Housing and Equal Opportunity regulations.**

Annual PHA Plan
PHA Fiscal Year 2000

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

In 1954 the Osceola Housing Authority was founded to provide decent, safe and affordable housing to lower income people using subsidy assistance from the United States Department of Housing and Urban Development and other funds made available for that purpose. This housing authority will partnership with local and government agencies to promote self-sufficiency of families and individuals, and improve the community quality of life and economic stability and further ensures equal opportunity in housing for all Americans.

The OHA has developed a comprehensive plan to intensify marketing our housing stock, communication with our community and residents and to provide stronger and more effective security for our residents.

Our agency employs effective maintenance and management policies to minimize the number of units off-line, reduce turnover time on vacant units and reduce time to renovate units through a strong management and maintenance program. This agency employs policies and preferences aimed at economic hardships and supporting and encouraging work, since families with income less than 30% of the median represent over 40% of our waiting list.

Our agency employs effective marketing to all people regardless of race, color, religion, national origin, sex, familial status, and disability. This agency promotes adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination and promote self-sufficiency and economic independence for residents.

The OHA employs waiting list skipping in order to achieve de-concentration of poverty or income mixing goals. The condition of our industry today is such that new rules, guidelines and directives have been issued which mandate changes in the operation of our PHA. We are faced with a decreasing availability of funding from HUD. In the face of needing to provide more services for Americans of lower income. The availability of funding is essential for the PHA to maintain its current level of operation and provide necessary services. This agency is at a point when the PHA must continue to provide all programs under more limited budget constraints and with more extensive regulations and laws. To accomplish these goals we have developed a comprehensive plan to intensify and accelerate our marketing activity for rental of our units, development and services. To implement our plans we will need adequate funding revenues, including procuring of grants to aid in our efforts to comply with our 5 Year and Annual Plans.

This PHA will continue to work with our Resident Council, Resident Advisory Board and Board of Directors of which provide support for management decision and creativity.

The OHA will continue to educate residents and applicants through briefing, notices and flyers of all changes within the PHA.

We will ensure the safety and security of our residents through screening of applicants, getting resident involved in neighborhood watch, extra patrolling and reporting of crime in the authority by local police. We will adhere to our “One Strike You’re Out”, at all times.

The OHA’s objective and goals are further described in the Admission and Continued Occupancy Policy. A copy of the A.C.O.P., has been placed

in the lobby of our administration building, at the public library and at the Osceola City Hall along with the 5 Year an Annual Plan. The Osceola Housing Authority shall continue to provide the most services possible considering the funds availability.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (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 file name in parentheses in the space to the right of the title.

Required Attachments:

A Admissions Policy for Deconcentration

- FY 2000 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- B PHA Management Organizational Chart
 - FY 2000 Capital Fund Program 5 Year Action Plan
 - Public Housing Drug Elimination Program (PHDEP) Plan
 - Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- C Other (List below, providing each attachment name)
 - Resident Community Service

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
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	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 jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s 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
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
NA	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	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
X	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
X	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
NA	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	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
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
NA	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
NA	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
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
NA	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	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
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	2149	3	NA	NA	NA	NA	NA
Income >30% but <=50% of AMI	1467	4	NA	NA	NA	NA	NA
Income >50% but <80% of AMI	1744	3	NA	NA	NA	NA	NA
Elderly	1512	3	NA	NA	NA	NA	NA
Families with Disabilities	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity BLACK	3025	4	NA	NA	NA	NA	NA
Race/Ethnicity HISPANIC	88	3	NA	NA	NA	NA	NA
Race/Ethnicity OTHER	8	3	NA	NA	NA	NA	NA
Race/Ethnicity WHITE	2239	3	NA	NA	NA	NA	NA

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
- 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)

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	31		
Extremely low income <=30% AMI	23	74%	
Very low income (>30% but <=50% AMI)	4	13%	
Low income (>50% but <80% AMI)	4	13%	
Families with children	21	68%	
Elderly families	1	3%	
Families with Disabilities	3	10%	
Race/ethnicity Black	20	65%	
Race/ethnicity Hispanic	1	3%	
Race/ethnicity Other	0	0	
Race/ethnicity White	10	32%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	12	39%	45

Housing Needs of Families on the Waiting List			
2 BR	11	35%	58
3 BR	7	23	45
4 BR	1	3%	9
5 BR	NA	NA	NA
5+ BR	NA	NA	NA
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

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.

(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 - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

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 preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)
These families account for more than 40% of our waiting list. Current admission policies will adequately address this group.

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 vouchers targeted to the elderly, should they become available
- Other: (list below)
Give preference to elderly for appropriate size units.

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 vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: Give preference to families with disabilities for appropriate size units designed for disabilities.

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 the 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

[24 CFR Part 903.7 9 (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 2000 grants)		
a) Public Housing Operating Fund	720,515	
b) Public Housing Capital Fund	705,191	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
1999 CGP	52,244	CAPITAL FUNDS
3. Public Housing Dwelling Rental Income	363,780	PHA Operations
4. Other income (list below)	328,218	Operating Reserve
4. Non-federal sources (list below)		
Total resources	2,169,948	Operation, Capital Funds and Reserves

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs 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: Once the application information is complete, the PHA verifies eligibility at that time by screen process.

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)

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)Waiting List Organization

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)

c. If the PHA plans 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?
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 list 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 transfers 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)
If the transfer has justification for work or other necessary criteria for the resident.
- 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)
Elderly, Near Elderly, Disabled/handicapped (to H/C Units)

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.

1. Working Family
2. Elderly/Disabled/Handicapped
3. Local Residents
4. Date and Time

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

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 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)
Time and Date

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

Any time family composition changes

At family request for revision

Other (list)

(6) Deconcentration and Income Mixing

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 developments 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:
AR021001, AR021002, AR021003 and AR021004

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)

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)

(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 main administrative office
- Other (list below)

(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:

(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.

Date and Time

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

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)

4. Among applicants on the waiting list with 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 ensures 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 admissions 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)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs 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?

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 re-determinations:

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
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)
If there is a change in jobs, household composition, added income (such as SSA, SSI, Unemployment, TEA) someone going to work. When resident has loss or gain of income.

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)

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

[24 CFR Part 903.7 9 (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.
 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	330	150
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

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 Admission and Continued Occupancy Policy, DE-Concentration Policy, Procurement Policy, Capitalization Policy, Disposition Policy, Maintenance Plan with the eradication of pest infestation identified. Safety Policy, Personnel Policy and “One Strike You’re Out”, Policy.
- (2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (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 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office 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 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office 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

[24 CFR 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-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)

Component 7
Capital Fund Program Annual Statement
Parts I, II, and III

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number AR37P02170700 FFY of Grant Approval: 09/2000

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	20,000
4	1410 Administration	46,000
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	40,000
8	1440 Site Acquisition	
9	1450 Site Improvement	38,000
10	1460 Dwelling Structures	507,191
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	45,000
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	9,000
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	705,191

21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	35,000
24	Amount of line 20 Related to Energy Conservation Measures	80,000

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA WIDE IMPROVEMENTS	MANAGEMENT	1408	20,000
PHA WIDE IMPROVEMENT	CAPITAL FUND	1410	46,000
PHA WIDE IMPROVEMENTS	COORDINATOR/INSPECTOR A/E/ ABATEMENT CONSULTANTS	1430	40,000
NON-DWELLING EQUIPMENT RELOCATION	MAINTENANCE TRUCK AND VAN FOR RESIDENT SERVICES RELOCATION COST	1475 1495	45,000 9,000
PHA WIDE IMPROVEMENTS	SIDEWALK REPAIR	1450	3,000
AR021004	BLACK METAL FENCING	1450	35,000
AR021001	EXTERIOR PANEL COVERING, VINYL SIDING, FOFFIT AND METAL FASCIA WITH BRICK PANELS	1460	80,000
AR021001	BACK PORCHES WITH 220 PLUGS FOR DRYERS/WASHER/ NEW ELECTRIC PANEL BOXES AND PLUGS	1460	96,000
AR021001	EMERGENCY CALL FOR ELDERLY UNITS	1460	2,400
AR21002	EMERGENCY CALL FOR ELDERLY UNITS	1460	7,200
AR021003	EMERGENCY CALL FOR ELDERLY UNITS	1460	6,000
AR021003	ENCLOSE BACK PORCHES AND INSTALL 220 FOR DRYERS	1460	17,000
AR021004	ENCLOSE BACK PORCHES AND INSTALL 220 FOR DRYERS	1460	100,000
AR021004	EMERGENCY CALL FOR ELDERLY UNITS	1460	10,800
AR021004	REPLACE DAMAGED CABINETS	1460	100,000

AR021004	REPLACE TILE AND ABATE ASBESTOS	1460	87,791
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Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
AR021001	09/30/2001	12/31/2002
AR021002	09/30/2001	12/31/2002
AR021003	09/30/2001	12/31/2002
AR021004	09/30/2001	12/31/2002
PHA WIDE	09/30/2001	12/31/2002
PHA WIDE	09/30/2001	12/31/2002
MANAGEMENT	09/30/2001	12/31/2002
OPERATION	09/30/2001	12/31/2002
A/E	09/30/2001	12/31/2002
INSPECTORS	09/30/2001	12/31/2002
NON-DWELLING	09/30/2001	12/31/2002
EQUIPMENT	09/30/2001	12/31/2002
RELOCATION	09/30/2001	12/31/2002
COST	09/30/2001	12/31/2002

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PHA WIDE	HOUSING AUTHORITY OF THE CITY OF OSCEOLA	32	9%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
CAPITAL FUND CO-ORDINATOR/INSPECTOR		119,600	2001
BENEFITS		31,805	2001
SUNDRY-ADVERTISING AND ETC.		4,000	2001
MANAGEMENT IMPROVEMENTS		80,000	2001
A/E/ ABATEMENT CONSULTANTS		160,000	2001
COMPUTER UPDATE		20,000	2001
TRUCK		20,000	2001
RIDING LAWNMOWERS (2)		20,000	2002
MEETING/ADMINISTRATION/MAINTENANCE BUILDING		275,000	2003
FENCING		25,000	2001
Total estimated cost over next 5 years		755,405	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AR021001	HOUSING AUTHORITY OF THE CITY OF OSCEOLA	7	5%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
SIDING/BRICK PANELS/METAL SOFFITS/VINYL SIDING		75,000	2001
WINDOW REPLACEMENT			
220 OUTLETS FOR A/C, INSTALL NEW LARGER ELECTRIC PANEL BOXES		131,143	2001
ASBESTOS FLOOR TILE REPLACEMENT		146,073	2001
BUILD & ENCLOSE BACK PORCES INSTALL 220 FOR DRYERS		208,643	2002
		144,000	2001
Total estimated cost over next 5 years		704,859	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AR021002	HOUSING AUTHORITY OF THE CITY OF OSCEOLA	4	4%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
REPLACE KITCHEN CABINETS		62,500	2001
ASBESTOS FLOOR TILE ABATEMENT		185,000	2001
REPLACE WINDOWS		150,000	2002
ENCLOSE BACK PORCHES FOR DRYERS		185,000	2200
REPLACE OLD ELECTRICAL BOXES WITH NEW LARGER ONES THAT WILL HANDLE 220 FOR A/C AND ELECTRICAL DRYERS		130,000	2002
Total estimated cost over next 5 years		712,500	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AR021003	HOUSING AUTHORITY OF THE CITY OF OSCEOLA	1	5%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
REPLACE WASHER BOXES		7,000	2003
REPLACE WINDOWS		25,000	2002
ENCLOSE PORCHES FOR DRYERS AND INSTALL 220'S		30,000	2001
INSTALL NEW ELECTRIC BOXES AND PLUGS		26,000	2001
Total estimated cost over next 5 years		88,000	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AR021004	HOUSING AUTHORITY OF THE CITY OF OSCEOLA	20	20%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
SECURITY FENCING		50,000	2001
INTERIOR DOORS		30,000	2001
INTERIOR LIGHT FIXTURES		30,000	2002
INSTALL NEW ELECTRIC CENTRAL HEAT FURNACES		90,000	2003
LANDSCAPING		10,000	2003
REPLACE AND REPAIR SIDEWALK		5,000	2004
ASBESTOS TILE FLOOR ABATEMENT		180,000	2001
REPLACE CABINETS		90,000	2002
REPLACE WINDOWS		75,000	2004
Total estimated cost over next 5 years		560,000	

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

- Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

- Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (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 Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (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:	<p>Occupancy by only the elderly <input type="checkbox"/></p> <p>Occupancy by families with disabilities <input type="checkbox"/></p> <p>Occupancy by only elderly families and families with disabilities <input type="checkbox"/></p>
3. Application status (select one)	<p>Approved; included in the PHA’s Designation Plan <input type="checkbox"/></p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input type="checkbox"/></p>
4. Date this designation approved, submitted, or planned for submission:	(DD/MM/YY)
5. If approved, will this designation constitute a (select one)	<p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
6. Number of units affected:	
7. Coverage of action (select one)	<p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 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 FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

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 HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements 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

[24 CFR Part 903.7 9 (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 HOPE I 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 HOPE I 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"/> HOPE I <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 a 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:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (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? DD/MM/YY

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

(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: DD/MM/YY)
Public Housing	NA	
Section 8		

- 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

[24 CFR 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 areas 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 levels 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 anticrime/anti drug programs
- Other (describe below)

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

AR021001, AR021002, AR021003 and AR021004

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

1. List the crime prevention activities the PHA has undertaken or plans 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-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)
Neighborhood watch, we have a Justice Grant that pays for extra patrolling and reporting of incidents on the PHA property.

2. Which developments are most affected? (list below)
AR021001, AR021002, AR021003 and AR021004

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)
Provide for a Police Sub-Station, and house Police Officers when we can secure one to live on site.

2. Which developments are most affected? (list below)
AR021001, AR021002, AR021003 and AR021004

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- 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 FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)] **OSCEOLA HOUSING AUTHORITY** **PET POLICY**

RESOLUTION #381

DATED NOVEMBER 10, 1999

Section 1: Pet Agreement

Prior to accepting a pet for residency by the PHA, the pet owner and the PHA must enter into a Pet Agreement.

Definitions

- A. Common Household Pets: means a domesticated animal, such as a dog, cat, bird, rodent (including a rabbit), and fish which are traditionally kept in the home for pleasure rather than for commercial purposes. This does not include reptiles, except turtles.
- B. Animals that Assist the Handicapped: animals that have been trained to assist persons with a specific handicap, shall not be subject to the size limitations as contained in this policy.

Section 2: Regulation Requirement Prior to Admission

Before the Authority grants a resident permission to keep a pet in any of its developments, any and all pets must be registered with Authority Management. Pets information must be brought into the housing authority office, this includes name of the pet, age, license registration number, current inoculation information, and the name and address of its veterinarian. Proper registration will also include a signed Pet Responsibility Card as described in Section 3 below.

Residents will be refused pet registration if management determines that the resident is unable to fulfill their obligations as a pet owner, are unable to adhere to the terms of the lease or to these pet rules, if the animal does not meet the definition of common household pet, or if the temperament of the animal is generally considered dangerous.

A refundable \$100.00 pet deposit and a \$95.00 non-refundable pet deposit must be paid at the time of submission of the "Addendum to Lease and Pet Agreement." If the pet application is approved, the \$100.00 refundable deposit will be held without interest. This deposit is to be used to cover costs of damages or fumigation that may be required as the result of the pet ownership. The \$100.00 refundable deposit will be refunded, minus any applicable charges, within thirty (30) days after resident vacates the unit or the pet is permanently removed from the unit. These deposits are in addition to any obligated generally imposed on tenants of the project.

If the pet owner is incapacitated or is no longer available to care for the pet, the person(s) designated on the registration Pet Responsibility Card from must remove the pet. In absence of the designated person's availability, management will place the pet with the local Humane Society.

** THIS PET POLICY WILL ONLY APPLY TO ELDERLY- SPECIFIC PROJECT OR A UNIT THAT WAS DESIGNATED FOR OCCUPANCY BY ELDERLY WHEN FUNDS FOR THE PROJECT WERE RESERVED. * UPON ENACTMENT OF THE QUALITY HOUSING & WORK RESPONSIBILITY ACT OF 1998, THIS WILL THEN AND ONLY THEN APPLY TO NON ELDERLY FAMILIES IN THE PHA.*

NOTE (Reserved for HUD's final ruling).

Section from a veterinarian can be produced 6: Inoculations

All dogs and cats must be inoculated and vaccinated according to State and local laws for rabies and other transmittable diseases.

Section 7: Sanitary Conditions

All pets waste on the grounds of the Authority MUST be picked up immediately by the pet owner or disposed of in a sealed plastic trash bag and placed in the pet owner's trashcan. If the Authority maintenance staff has to dispose of the pet waste, the pet owner will be charged \$5.00 per occurrence.

In the case of cats or other pets using litter boxes, the pet owner shall change the litter two (2) Times a week. The soiled litter must be placed in a sealed plastic bag and disposed of in the pet owner's trashcan. Litter shall not be disposed of by flushing down toilets. Charges for unclogging toilets for litter disposed of in this manner will be billed to the tenant.

Section 8: Pet Restraint

Dogs and Cats shall be maintained within the pet owner's unit. When outside if the unit, the pet owner shall appropriately and effectively keep his/her pet on a leash and under human control; NOT TIED OR CHAINED AND LEFT ALONE.

Section 9: Registration

The pet owner shall register the pet with the Authority. The owner must register the pet before it is brought on to the project premises, and must update the registration annually.

Section 10: Dog Ownership Requirements

- A. .Any dog must be no less than six (6) months old and completely housebroken.
- B. Proof that the dog is already neutered or spayed must be furnished before the dog will be allowed to reside on Authority property.
- C. A certificate signed by a licensed veterinarian or a State or local authority empowered to inoculate animals (or designated agent of such an authority) stating that the pet has received all inoculations required by applicable State and local laws.
- .D. Information sufficient to identify the pet and to demonstrate that it is a common household pet.
- E. The pet owner shall sign a statement indicating that she/he has read the rules and agrees to comply with them.
- F. If the Authority determines the pet owner does not meet the definition of a common household pet as stated in the Authority's Pet Policy; or if the Authority determines that the keeping of a pet would violate any applicable house pet rule; or if the owner fails to provide complete registration information or fails to annually to update pet registration; or if the owner will be unable to keep the

pet in compliance with the pet rules and other obligations, the Authority can refuse to register the pet.

G. A dog must always wear a collar that shows its license and name and address. It must also wear a proper flea collar.

H. A dog must be on a leash at all times when outside of the owner's apartment unless it is an approved pet carrier.

I. Dogs may be exercised in the north corners of each project of the Osceola Housing Authority.

J. In a case that a pet deposits waste on the Osceola Housing Authority's property, the pet owner must use a utensil such as a "Pooper Scooper" to remove any refuse from his/her pet as soon as it is deposited on Authority property. The waste must then be placed in a plastic bag, sealed tightly, and disposed of as trash.

K. No dog may stay alone in an apartment overnight. It is the responsibility of the resident, If they have to leave suddenly and be away or over night to take the pet elsewhere until they return. If a pet is found alone it may result in the removal of the pet from the premises.

L. The dog's flea collar must be changed every (3 months).

Section 11: Disturbance

IF THE PET DISTURBS OTHER RESIDENTS BY BARKING, SCRATCHING, WHINING OR OTHER NOISES OR THREATENING BEHAVIOR, THE TENANT OWNING THE PET WILL BE ASKED TO VACATE OR GET RID OF THE PET.

Section 21: Entry of Premises During Tenancy

The Authority shall be permitted to enter the dwelling unit during reasonable hours, if the Authority has received a signed, written complaint alleging, or having reasonable grounds to believe, that the conduct or condition of a pet in the dwelling unit constitutes a nuisance or a threat to the health or safety of the occupants of the project or other persons in the community where the project is located.

Section 13: Discretionary Rules

The following types of common household pets will be permitted under the following criteria:

A. Dogs: (a pit bull dog will not be considered a common household pet). Maximum number of dogs (1); Maximum adult weight, 25 pounds; Maximum adult height at shoulders, 14 inches; must be housebroken; must be spayed or neutered; Must have all required vaccinations; Must be licensed.

B. Cats; Maximum number one (1); Maximum adult weight, 15 pounds, must be spayed or neutered; Must have all required vaccinations; must be licensed.

- C. Rodents; Limited to gerbils, hamsters, guinea pigs and rabbits; Maximum number one (1); Must be maintained inside of a cage at all times.
- D. Birds; Maximum number two (2); Must be maintained inside of a cage at all times.
- E. Fish: Maximum aquarium size, 10 gallons.
- F. Only one (1) of the categories above-mentioned pets may be kept by a pet owner, and the pet will be kept free from flies, ticks, or other vermin.

Section 14; Cat Ownership Rules

- A. A pet cat must be no less than six (6) months old.
- B. All cats must be litter trained before admission to an Authority unit.
- C. Proof that the cat has been declawed and spayed or neutered must be shown before its admission to Authority property is approved.
- D. A pet cat must wear a collar at all times showing its owner's name. It must also wear a cat collar.
- E. Proof must be shown before pet admission and each year by January 31st that the cat has had the proper FVR-P and rabies and distemper shots. This proof must be signed by a legally registered, practicing veterinarian.
- F. A cat must be on a leash at all times when outside of the owner's apartment unless it is in an approved pet carrier.
- G. A resident must use an Authority approved cat litter box. Litter must be put in a sealed plastic bag and disposed of daily.
- H. No pet cat be over eight (8) inches at the shoulders and weigh over 15 pounds.
- I. The cat flea collar must be changed every three (3) months.
- J. If a pet deposits waste on the Osceola Housing Authority's property, the pet owner must use a utensil such as a "Pooper scooped" to remove any waste from his/her pet as soon as it is deposited on Authority property. The waste must be placed in a plastic bag, sealed tightly, and put inside a proper waste receptacle.
- K. All animal waste or litter boxes shall be picked up by the owner and disposed of in a sealed plastic trash bags and placed in trash bin. Cat litter shall be changed at least twice a week.

Section 15: Bird Ownership

- A. No more than two (2) birds to a unit will be permitted: canaries, parakeets, or lovebirds only. NO PARROTS.
- B. The bird cage must be no larger than three (3) feet high and two (2) feet wide.
- C. Cages must be cleaned daily and debris disposed of in a plastic bag to be put in a trash bin.

- D. Birds must be healthy and free of disease at all times.
- E. Birds may not be left alone in apartment for over two (2) days unless the owner has made arrangements for their daily care.

Section 16: Fish Ownership Requirements

- A. Only one fish tank is permitted to a dwelling unit. It must be no bigger than a ten (10) gallon capacity size, or a resident may have one (1) large goldfish bowl no more than one (1) gallon capacity size.
- B. At minimum, a fish tank must be cleaned monthly. A fish bowl weekly. Waste water from tank or bowl must be disposed of in the apartment toilet.
- C. A pet owner must be aware when cleaning or filling fish tanks that the cost to repair any water damage done to his/her dwelling or other Authority property as a result of such cleaning will be billed to the pet owner. Any charges must be paid within 30 days of the incident.

Section 17: General Policy For Authorized Pets

- A. Any pet suffering illness must be taken within two (2) days to a veterinarian for diagnosis and treatment. Upon its request, the Osceola Housing Authority must be shown a statement from the veterinarian abdicating the pet illness diagnosis. Any pet suspected of suffering from rabies or any other disease considered to be a health threat must be immediately removed from the premises until signed evidence to indicate the animal is not so afflicted.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (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 (42 U.S.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

[24 CFR Part 903.7 9 (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)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

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 (File name)
 - Provided below:
Comments made were that the necessity of 220's for dryers and air conditioning were needed, cabinets, storage rooms, windows, vanity cabinets fencing and the need for more resident involvement, training on cooking for diabetics these items as others that were mentioned are addressed in our Annual and Five Year Plan.

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 the 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: Board of Commissioners made the nomination and elected the resident on the Board after close consideration of the qualifications and recommendations from reviewing all adult residents of the PHA. This resident has been a Board Member since June , 1998.

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: STATE OF ARKANSAS
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)
Affordability-Targeting for admissions families with extremely low incomes and very low incomes. Availability- reducing renovation and turnover time for vacant units. Improve quality-renovate housing units.
 - Other: (list below)
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The PHA will provide affordable housing to low-income families. The PHA will form cooperative agreements with other agencies, such as DHA, Employment Security Division, Child Care Facilities, Educational and Job training services that was in the State Consolidated Plan of Arkansas that the lack of training and education are a barrier to changing attitudes and overcoming prejudice. That the Consolidated Plan and the Osceola Housing Authority position is to work together to promote economic development of the people we serve.

D. Other Information Required by HUD

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

The basic criteria that this PHA will use for determining a substantial deviation from its 5 Year Plan is: any change to the PHA's overall mission and any changes to the goals or objectives that affect services to residents

or applicants, or significant changes to the PHA's financial situation. A significant amendment or modification to the 5 Year Plan and Annual Plan is any revision/amendment that substantially alters any policy or Plan part as originally submitted or that may result in a different outcome for or treatment of tenants, applicants, or participants. Major revisions in the PHA financial resources (at least a 20% revision in any category), Capital improvements (at least 20% revision in any Annual Plan line item), any change in Rent Determination Policy, and any change in De-Concentration Policy shall be considered a significant amendment. The following are not considered a significant revision or modification.

1. Utilization of fungibility between approved yearly work items for Capital Improvement Plan and 2. HUD required or statutory revisions to policies.

19. Definition of "Substantial Deviation" and "Significant Amendment or Modification: [903.7@]

The basic criteria for such definition is that the annual plan has met full public process requirements, including Resident Advisory Board review.

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund;
- Additions of new activities not included in the current PHDEP Plan; and
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

ATTACHMENTS

ATTACHMENT A-ADMISSION POLICY FOR DE-CONCENTRATION

As stated in the PHA Admission, Occupancy and Rental Policy

Section 513 of the Quality Housing and Work Responsibility Act of 1998 makes several amendments to Section 16 with respect to de-concentration of poverty and income targeting. The Osceola Housing Authority has and will assign units in accordance with its Statement of Policies Governing Admission to and Continued Occupancy of Low-Income Housing Projects owned and operated by the Housing Authority of the City of Osceola, Arkansas, hereinafter referred to as "Statement of Policies."

Income mixing is and will be accomplished by the PHA's Statement of Policies by establishing a tenant body in each project composed of families with a broad range of incomes and rent paying ability which is generally representative of the ranges of income of low-income families in PHA's area of operations, as defined in State Law.

De-Concentration is and will be accomplished by the PHA's Statement of Policies by assigning units in a manner that will avoid concentrations of the most economically and socially deprived families in any one or all of the projects.

The Housing Authority of Osceola may offer incentives to eligible families that would help accomplish this goal. In addition, skipping of a family on the waiting list specifically to reach another family with a lower or higher income will be done as required to meet this goal.

ATTACHMENT B. ORGANIZATIONAL CHART

ORGANIZATIONAL CHART FOR OSCEOLA HOUSING AUTHORITY JUNE 1, 2000

EXECUTIVE DIRECTOR
CAROLYN CHILDRESS

ASSISTANT DIRECTOR
EMMY S. ANNIS

MAINTENANCE FOREMAN
EUGENE LACKEY

HOUSING CLERK
FRANKIE YOUNG

MAINTENANCE MECH. A
ROBERT STORY

WORK ORDER CLERK
PAM WHITE

MAINTENANCE MECH. A
RAY MARSHALL

RESIDENT INIATIVE CO-ORDINATOR
JULIUS HILL

MAINTENANCE AIDE A
HARVEY SMITH

COMP GRANT INSPECTOR
STEVE BURNS

MAINTENANCE AIDE B
CHARLES DAVIS

MAINTENANCE AIDE B
ROBERT ROGERS

LABORER
DAISE JACKSON

This reflects all employees as of June 1, 2000 and their titles.

The chain of command is that the Executive Director is responsible for all operations of the Osceola Housing Authority. The assistant Director in the event that the Executive Director is absent from his/her duties due to illness or any other related injury shall in effect have full control of all Housing Authority Business, with prior approval from the Board of Commissioners.

Under the supervision of the Executive Director, the Resident coordinator is responsible for implementing programs offered within the community. The incumbent is responsible for coordinating summer programs and the activities throughout the year. The performance of duties requires independent judgment and the exercise of tact.

The Resident Coordinator will serve in a dual capacity, he/she will also be inspector on HQS of all units, at times will be involved in other necessary inspection of units and housekeeping. This will be coordinated through the Executive Director.

The Housing Clerk/Typist is accountable to the Executive Director through the Assistant Director who monitors the day to day operations.

The Maintenance foreman is responsible to the Executive Director, with all other maintenance personnel under his guidance. He will account to the Executive Director all work being performed with proper documentation, which will be in Work Order Form.

When necessary to have on staff a Comprehensive Grant Coordinator Inspector, he/she will report daily to the Executive Director the activity for that day, this will also be logged daily. He/she will interview all employees involved with the active contracts.

This Chart dated on June 1, 2000.

ATTACHEMENT C
RESIDENT COMMUNITY SERVICE

QHWRA requires adult resident of public housing must contribute 8 hours community service a month to the community in which the family resides. Exempted are those who are employed, elderly, disabled, participating in an economic self-sufficiency program, employed, attending school, excluded from the state's work requirement, enrolled in a qualifying state program, such as TEA. The PHA shall monitor family's compliance annually and if the family fails to comply, the PHA shall not renew the lease unless the family and the PHA enter into an agreement to bring the resident current with owed hours.

This will become effective beginning October 1, 2000, upon annual reexamination each adult member shall agree to the new lease that states that they will contribute 8 hours of community service a month unless certain criteria is met for exemption. The scheduled changes in lease will be upon the resident annual reexamination date. Once every 12 months the resident must provide to the PHA proof that they have completed 8 hours of community service for each month of that year. This must be provided to the PHA in writing from of which the service was provided.

Several examples of where service could be provided on this volunteering basis, would be Hospitals, Schools, Parks, Libraries, City Government, PHA's, Boy Scouts, Girl Scouts, 4-H Club, Tutoring and Senior Citizen Centers.