

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

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# PHA Plans

5 Year Plan for Fiscal Years 2004 - 2008  
Annual Plan for Fiscal Year 2004

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

## PHA Plan Agency Identification

☐ **PHA Name:** Jacksonville Housing Authority

**PHA Number: FL001v01**

**PHA Fiscal Year Beginning:** (10/2003)

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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 2004-2008**  
[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: The mission of the Jacksonville Housing Authority is to provide safe, clean, affordable housing and effective social services to low-income, very low-income, extremely low, and moderate income families and individuals in the Jacksonville area. Our dedicated team of employees and board members, in partnership with our residents, will utilize accepted business principles and all available resources to improve and, where possible, assist in the transition to other housing alternatives.

**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:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)  
The JHA will acquire an additional 141 public housing units during the next 3 years as part of the agreement as required in the Consent Degree, utilizing Comp Grants, Section 8 administration fees and / or appropriations from the City of Jacksonville. Currently, we have under

contract Colonial Village, a 101 unit community, with the purpose of creating a Public Housing Community in a non-minority census tract.

- PHA Goal: Improve the quality of assisted housing
- Objectives:
- Improve public housing management: (PHAS score) Maintain a High Performer Status
  - Improve voucher management: (SEMAP score) 135
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units: Scattered Sites and Victory  
Pointe where needed
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:
  - 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)  
Study feasibility of offering project based vouchers through Section 8

**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:
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Implement public housing security improvements:
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - Other: (list below)

The JHA has implemented the deconcentration policy in accordance with the QHAWRA.

**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: by 20%
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)  
Financial Counseling, Homeownership, Counseling for HOPE VI recipients

**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:
- 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:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)

**Other PHA Goals and Objectives: (list below)**

To apply for additional funding as may become available to meet the housing needs of Duval County.

To be an active participant in the Local Housing Preservation Network, which deals with owner opt-outs of Section 8 project based contracts; Owner prepayment of federal mortgages; and HUD enforcement actions. This will enable the JHA to be ready to assist families who may potentially lose their residence as a consequence of any of these actions.

## Annual PHA Plan

### PHA Fiscal Year 2004

[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.

### **EXECUTIVE SUMMARY**

We are pleased to present our FY 2004 Agency Plan. The Jacksonville Housing Authority (JHA) has prepared this Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements. This plan was also developed under the consultation of the Resident Advisory Board and Local Legal Aide Representative. In arriving at this plan, we have held three meetings with our Resident Advisory Board, and a Public Hearing.

The mission of the Jacksonville Housing Authority is to serve low-income, very low-income, extremely low, and moderated-income families in the Jacksonville area by:

- 1) Providing safe, clean, and affordable housing
- 2) Providing effective social services.
- 3) Forming effective partnerships to maximize social and economic opportunities
- 4) Improve the quality of life for residents
- 5) Encourage employment and self-sufficiency
- 6) Help residents move out of assisted housing
- 7) Providing home ownership opportunities

We have also adopted the following goals and objectives for the next five years.

1. Improve efficiency and effectiveness in JHA operations by developing a private industry styled management approach.

2. Maximize and diversify income sources and product offerings in order to reduce the impact of federal budget cuts and to enable the agency to serve a larger number of its targeted population.
3. Improve the JHA's "Up and Out" (self-sufficiency) Program and achieve coordination of resident services between the Public Housing and Section 8 programs.
4. Improve the viability and desirability of current properties through the addition of amenities such as air conditioning. Improve landscaping and designation appropriate facilities as elderly only as a means to improve the quality of life for elderly residents.
5. Diversify property locations by seeking or developing properties in non-minority neighborhoods and provide properties for persons of varying incomes.
6. Revise and enhance governance (board) operations in order to make maximum use of talents and abilities of board members while limiting the time demand on them, and to provide for an effective means of board recruitment and turnover.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:

- Homeownership Program
- Crime and Safety Program
- Hope VI Program

In summary, we are on course to improve the condition of affordable housing in Jacksonville.

### **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:

- Admissions Policy for Deconcentration ( file name: fl001a03)
- FY 2003 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)
- Resident Membership of the JHA Governing Board (file name: fl001p03)
- List of RAB members (file name: fl001o03)

#### Optional Attachments:

- PHA Management Organizational Chart (file name: fl001b03)



- FY 2003 Capital Fund Program 5 Year Action Plan  
 Public Housing Drug Elimination Program (PHDEP) Plan  
 Comments of Resident Advisory Board or Boards  
 Other

Section 8 Homeownership Program Plan Addendum

File name: fl001j03

### 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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
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
	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
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
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	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	income mixing analysis	
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
X	Section 8 rent determination (payment standard) policies <input checked="" 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
X	Section 8 informal review and hearing procedures <input checked="" 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
	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
X	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	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
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" 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	Annual Plan: Community

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	agency	Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	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
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	Consent Decree Consent Compliance Plan Consent Section 8 Mobility Plan

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ibility</b>	<b>Size</b>	<b>Loca-tion</b>
Income <= 30% of AMI	14,588	5	5	4	4	3	3
Income >30% but <=50% of AMI	10,575	4	4	3	3	3	2
Income >50% but <80% of AMI	14,175	3	2	2	2	2	2
Elderly	13,057	4	3	3	2	1	2

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Families with Disabilities	810	4	3	3	3	2	2
White	61,590	3	3	3	2	3	2
Black	28,320	5	5	4	3	3	2
Hispanic	2,662	2	3	3	2	1	1
AI In/Asian/Pac Is	1,626	1	2	3	2	1	1

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: 1994-1999
- 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 checked="" type="checkbox"/>	Section 8 tenant-based assistance
<input type="checkbox"/>	Public Housing
<input type="checkbox"/>	Combined Section 8 and Public Housing
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/subjurisdiction:	

Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2281		500
Extremely low income <=30% AMI	1741	76.32	
Very low income (>30% but <=50% AMI)	522	22.88	
Low income (>50% but <80% AMI)	18	0	
Families with children	2252	98.72	
Elderly families	86	.03	
Families with Disabilities	287	12.58	
Race/ethnicity	W-346	15.16	
Race/ethnicity	B- 1903	83.42	
Race/ethnicity	I-10	0	
Race/ethnicity	A-18	0	
Race/ethnicity	HP- 4	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Is the waiting list closed (select one)?  No  Yes  
 If yes:  
 How long has it been closed (# of months)? 9 months  
 Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes  
 Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

<b>Housing Needs of Families on the Waiting List</b>			
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	3598		890
Extremely low income <=30% AMI	3401	94.52	
Very low income (>30% but <=50% AMI)	175	4.87	
Low income (>50% but <80% AMI)	22	.61	
Families with children	1360	37.79	
Elderly families	13	.36	
Families with Disabilities	31	.86	
Race/ethnicity	W-626	17.39	
Race/ethnicity	B- 2955	82.12	
Race/ethnicity	I-8	.23	
Race/ethnicity	A-9	.26	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	2074	57.64	320
2 BR	1011	28.09	156
3 BR	430	11.95	66

<b>Housing Needs of Families on the Waiting List</b>			
4 BR	77	2.14	19
5 BR	6	.18	1
5+ BR	0	0	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input 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)  
The JHA is mandated to acquire an additional 141 Public Housing units during the next 3 years per the court order Consent Decree.

**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)  
Develop affordable housing through bond issues and long term leasing.

**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)  
Meet the federal targeting requirements for families at or below 30% of AMI in Section 8.

**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)  
Open Section 8 waiting list as needed.



**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)

**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: (list below)

**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)  
Fair Housing referral system shall be coordinated with the Legal Aid of Jacksonville  
Implement activities in the Section 8 Mobility Plan.

**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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>		
a) Public Housing Operating Fund	\$6,098,000	
b) Public Housing Capital Fund	\$5,272,796	
c) Replacement Housing	\$610,000	
d) HOPE VI Revitalization	\$20,000,000	
e) HOPE VI Demolition	0	
f) Annual Contributions for Section 8 Tenant-Based Assistance	\$45,143,597	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
g) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0	
h) Business Activities	\$350,000	
i) Resident Opportunity and Self-Sufficiency Grants	\$650,000	Neighborhood Network & Homeownership Coordinator
j) Community Development Block Grant	\$24,000	PH Supportive Services
k) HOME	\$0	
Other Federal Grants (list below)		
Americorp	\$0	
Service Coordinator	\$54,896	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	\$300,000	Consent Decree
Hope VI	\$4,500,000	Social Services & Consent Decree Purchase of Properties
Replacement Housing Funds	\$1,800,000	
Capital Fund	\$4,629,814	Capital Fund Items
Drug Elimination (PHDEP) 615	0	Security
<b>3. Public Housing Dwelling Rental Income</b>	\$4,087,520	PH Operations
<b>4. Other income (list below)</b>		
Interest Income	\$200,000	PH Operations
Charges, miscellaneous	\$300,000	PH Operations
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	\$94,020,623	

### **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: (describe)  
Eligibility verification is conducted soon after an applicant has been selected from the waiting list, usually within a week.

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 (Assessment of Demographic Changes file Name: fl001k03)

- Other (describe)  
Transfer waiting list per the Consent Decree between JHA and DOJ

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? 1

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? 2

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)
- Other: (list below)  
Provide for Regulation 504 (disability requirements)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families

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

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

#### Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 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)

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)  
Deposit incentives to encourage deconcentration of poverty and income mixing if this becomes an issue.

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

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

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

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

## B. Section 8

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

### (1) Eligibility

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

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

- 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)  
Family's current address name and address of prior landlord

**(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)  
Other sites in the community offer applications, during the time the waiting list is open

**(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:

Reasonable accommodation –120 days- extenuating circumstances such as: Family presents evidence of their inability to find housing. Request for lease approval submitted prior to 60 days, but HQS not passed.

**(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)  
Single elderly, Disabled over other singles, Displaced by government action

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 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  
1 Other preference(s) (list below)  
Single elderly, Disabled over other singles

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:

The minimum rent is Total Tenant Payment of \$50 before Utility Allowance if any for the unit the family occupies. A hardship waiver may be requested by the family not to exceed 90 days upon submission of request and documentation required by JHA. A resident cannot be evicted for non-payment of minimum rent if a hardship waiver has been requested, but can be required to sign a repayment agreement to pay back rent. If the resident moves out of the unit he/she can be denied new housing unless the debt to the JHA is repaid.

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:

The resident may elect to pay either the flat rent or 30% of adjusted income. If flat rent has been selected and there is a loss of family income the resident may elect to revert back to 30% of adjusted income. This option may be taken once a re-certification year.

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)
- 95<sup>th</sup> 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 change
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)

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)

Engaged a property appraisal firm to review and confirm the Section 8 rent reasonableness study conducted by Section 8 inspectors

**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)  
As needed based on the rental market

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)  
Current rent market trends

## **(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)

Family has lost eligibility, or is awaiting eligibility determination for federal, state, or local assistance.

Decrease in income due to changed circumstances.

Loss of employment

## **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. (File name: fl001b03)
- 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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	2757	810
Section 8 Vouchers	6174	2000
Section 8 Certificates PBA	289	100
Section 8 Mod Rehab	377	200
Special Purpose Section 8 Certificates/Vouchers (list individually)	(Caroline Arms) 43	0
Public Housing Drug Elimination Program (PHDEP)	1850	40
Other Federal Programs(list individually)		
Resident Engaging in New Efforts to Win (RENEW)	0	0
A Resident Initiative for Specialized Employment (ARISE)	5	3
Senior Service Coord. Program	609	60

Single Room Occupancy	343	172
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### 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)

Public Housing Procedures Manual ( Management & Operations  
Admissions & Occupancy (Housing Management Division)  
Maintenance Operating Procedures  
Dwelling lease, Pest Control Policy, Maintenance Material & Safety Data

(2) Section 8 Management: (list below)

Administrative

## 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 903.7 9 (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 (see file name: fl001c03 to fl001i03)

-or-

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

**(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

-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)

## **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: Brentwood Park
2. Development (project) number:: FL 001001
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:

1. Development name :

2. Development (project) number:

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:  
Brentwood  
FL001001

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:  
Brentwood  
FL001001

## **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.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Brentwood Park 1b. Development (project) number: FL001001
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(10/15/03)</u>

5. Number of units affected: 594
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 10/15/03 b. Projected end date of activity: 10/30/04

**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.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Hogan Creek
1b. Development (project) number: FI 29P001019
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)

Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: 7/01/98
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 196 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

## **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.

<b>Conversion of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input checked="" 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 checked="" 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) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input checked="" type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> 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.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
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:

See attached file name: fl001j03

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (I)]

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? 06/12/99

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)  
Quarterly Meetings  
MOU w/ Work Source formerly Dept. of Labor Monthly meetings

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Family self-sufficiency</i>	200	<i>RandomSelection</i>	<i>Resident Opportunities</i>	<i>Both</i>
Employment Assistance	150	Random Selection	Resident Opportunities	Public Housing
* Neighborhood Network	150	Random Selection	Fairway Oaks	Public Housing
* Homeownership	50	Specific Criteria	Resident Opportunities	Public Housing
Hope VI	266	Specific Criteria	Durkeeville	Both, Includes former residents

\*Programs are in the start-up phase.

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: 29/03/02)
Public Housing	150	146
Section 8	50	42

- 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 903.7 9 (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)  
Encourage participation

2. What information or data did the PHA used 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)

3. Which developments are most affected? (list below) Anders, Baldwin, Centennial Towers, Centennial Townhouses, Forest Meadows East and West, Brentwood Park, Victory Pointe, Southwind Villas, Hogan Creek Towers, and Jacksonville Beach, Fairway Oaks, Oaks of Durkeeville, and Blodgett Villas

**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)
- Contracting with Police Officers for after hour services  
 Contracting with Drug Treatment provider to provide counseling to residents

2. Which developments are most affected? (list below) Anders Park, Baldwin, Centennial Towers, Centennial Townhouses, Forest Meadows, East and West, Brentwood Park, Victory Pointe, Southwind Villas, Hogan Creek Towers, Jacksonville Beach, Fairway Oaks, Oaks of Durkeeville, and Blodgett Villas .

**C. Coordination between PHA and the police**

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

Brentwood Park, Victory Pointe, Southwind Villas, Hogan Creek Towers and Jacksonville Beach, Blodgett Villas, Fairway Oaks, and Oaks of Durkeeville.

**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 2003 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)]

**14. PET POLICY**

[24 CFR Part 903.7 9 (n)]

1. *A pet application must be obtained from the rental office and approved by the rental office before the pet is obtained.*
- 2.\* *A security deposit of \$200.00 is required for pet ownership (per animal)\*\*. There will be a \$300.00 security deposit for the Oaks of Durkeeville to thoroughly clean or replace carpet when **dog or cat** owner moves out. All pet rules must be complied with prior to pet move in. There is a limit of one **dog or cat** per household.*
3. *All **dog or cat** owners must submit to the property manager an up-to-date immunization record from a qualified veterinarian and must display*



*a current license tag and pet ID tag for said pet(s). Immunization records and pet license tags are to be re-certified at the time of the pet owners application and re-certification. **Pet owners must submit a photograph of the pet to the property manager within seven days of the pet's arrival on the premises. If no such photograph is submitted, the pet owner agrees to allow management to take a photograph. If the pet owner fails to submit a photograph or make the pet available for a photograph by management, the pet owner will be sent a notice to comply within seven days. Failure to comply with the notice will be grounds for termination of the pet owner's lease.***

4. *Pet owners with a dog or cat **must make appropriate arrangements when work needs to be performed** in the unit by JHA staff such as unit inspections and maintenance work. The pet owner must either be home or arrange for the pet to be contained or removed from the unit. Pet owners will be responsible for all damages to JHA property by their pet.*

5. *Flea control must be maintained at all times.*

*Dogs and cats will be allowed with the following provisions:*

- a. *Dogs and cats must not exceed 20 pounds at maturity; exception seeing eye dogs.*
- b. *Animals must be kept in the resident's unit.*
- c. *Animals must be on a leash and under the owner's control at all times*
- d. *Pets should not at anytime be left unattended, and on a leash or similar device connected to clothesline, pole or any object outdoors.*

6. *The pet owners agree to be responsible for all damages to JHA property caused by **their pets**. Residents must sign a statement assigning responsibility to no less than two persons to care for pet(s) if owner dies is incapacitated or is otherwise unable to care for the pet.*

49-1

7.\* *Pets may include only a small domesticated dog or cat not more than 20 pounds at maturity, gerbils, hamsters, and small turtles. Birds shall not exceed 5 pounds. Turtles and fish must be kept in an aquarium. Birds, gerbils and hamsters must be kept in a cage.*

8. *All other pets are prohibited from Public Housing. Prohibited pets include but are not limited to: snakes, pigs, spiders, lizards, iguanas, pit bulls, dogs and cats exceeding 20 pounds at maturity, and farm, wild, or exotic animals.*

9. For sanitary reasons there will be a designated area on the premises for pet exercise. Pet owners must properly clean up and dispose of all removable pet waste. Failure to do so will result in the resident being charge a \$25.00 fee for each clean up performed by the Housing Management maintenance staff.
10. Pet(s) must be neutered/spayed and in good health. **Pets must be free of diseases such as mange. If it is discovered that a pet is suffering from a disease, the owner will have a seven-day notice to have the condition cured, and must bring written evidence from a veterinarian that the condition is being treated. Failure to submit such evidence will be grounds for termination of the resident's lease unless the resident removes the pet from the premises.** Pets cannot be taken to common areas of the community such as the playground, laundry room or office. Pets are not allowed in the lobby except when passing through the lobby is necessary to access units or to exit the building. Pets must be restrained on a leash or similar device at all times while outside the unit. Otherwise, pets must be kept in the unit.
11. A pet owner is in violation of the city ordinance on animal control when his/her animal causes objectionable noises, odors, destroys or damages the property of others.
12. Pet owners must comply with all JHA/Housing Management Division, State of Florida, and federal regulations on animal regulatory laws and ordinances regarding licensing or registration requirements.
13. Residents in violation of any of this policy may result in the termination of lease and grounds for eviction.

**\*Does not apply to animals that are authorized to assist persons with disabilities.**  
**\*\*The pet deposit applies only to dogs and cats.**

## **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
- Provided below:

Residents wanted the changes outlined in #3 below.

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:

1. We considered and changed the dwelling lease for the Oaks of Durkeeville to provide an additional 30 days Notice to resident prior to a transfer to another community if they are no longer eligible to live at Durkeeville.
2. We also considered and changed the Public Housing lease to provide an additional 30 day Notice to transfer residents who currently reside in a 504 accessible unit not needing the features, to be transferred for another resident needing the accommodations.
3. We also considered and changed the dwelling lease for late payments to be assessed changing from 7 days to 7 working days.

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: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: (Jacksonville, Fl )

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)

Other: (list below)

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

The JHA provided input from both the public housing and Section 8 waiting list for the Jacksonville's Consolidated Plan. Our housing needs will be considered during the allocation of the city's Block Grant funding.

**D. Other Information Required by HUD**

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

**Significant Amendments or Modifications to the 5-Year Plan**

The following will be considered significant amendments or modifications to the 5-year plan:

1. Changes to the Admissions Policy
2. Organization of the Waiting List
3. Non-emergency work items over \$100,000
4. New activities not included in the PHDEP Plan
5. Any demolition, disposition, designation, homeownership or conversion activities

The following are not considered significant amendments or modifications to the 5-year plan:

1. Grammatical corrections
2. Typographical error corrections
3. Emergency work items
4. Work items under \$100,000

This certifies that this definition has been accepted and this subject was mentioned in the Public Hearing.

## Attachments

**Deconcentration & Income Mixing**

**Assessment of Site Based Waiting list**

**Revised Questions on Deconcentration & Income Mixing**

**Operations and Management Statement for Section 8 Certificate PBA**

**Organizational Charts**

**Section 8 Homeownership Program Plan**

**Capital Fund Program Tables**

**Resident Advisory Board Members**

**Resident Membership of the Governing Board**

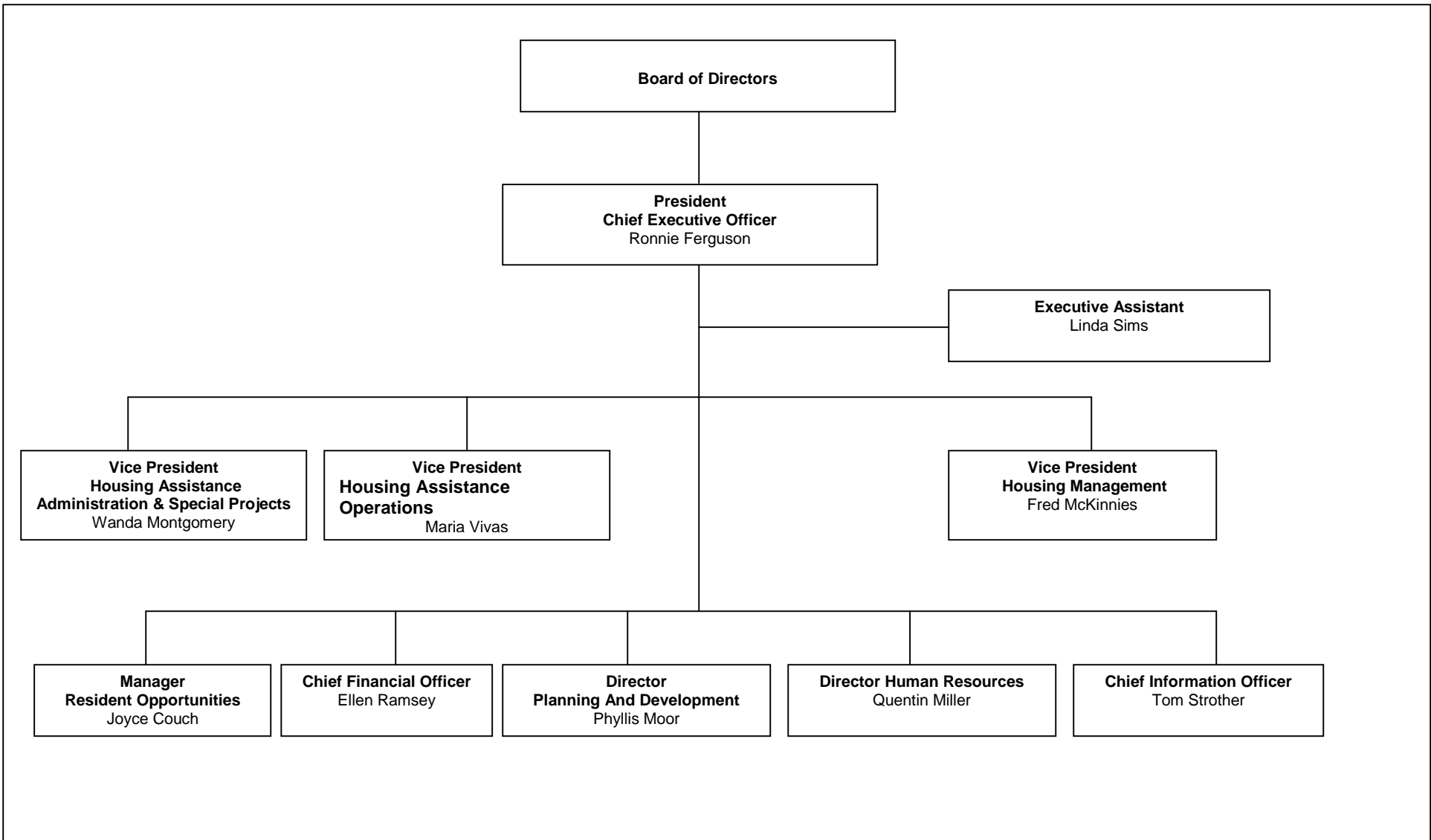
**Table Library**



## **Income Mix and De-concentration Provisions**

**Description:** The JHA serves families whose income is at or below 80% of the areas median income. This policy is designed to ensure that very low and low-income households are not concentrated in certain developments or in buildings within a development. The JHA will make 40 percent of its public housing units available to families earning at or below, 30 percent of area median income (AMI). This requirement applies to new admissions on an annual basis.

1. **Incentives-** The JHA may offer incentives to encourage eligible higher income families to occupy dwelling units in developments predominantly occupied by very low-income (30% or less than AMI) families and vice versa. The Director of Operations must approve the implementation of these incentives, as necessary.
2. **Mix-income/Site based waiting list** – The JHA will purchase existing apartment complexes to develop mix-income communities. These communities will have a mix income stratification that will ensure dispersion of very low-income families. Very low-income families will make up no more than 25% of the residents living in these communities.
3. **Working Family Preference** – JHA will give a 2 to 1 selection preference to working families on the waiting list, unless the selection of new families earning more than 30% of AMI has exceeded 60% for the current year.

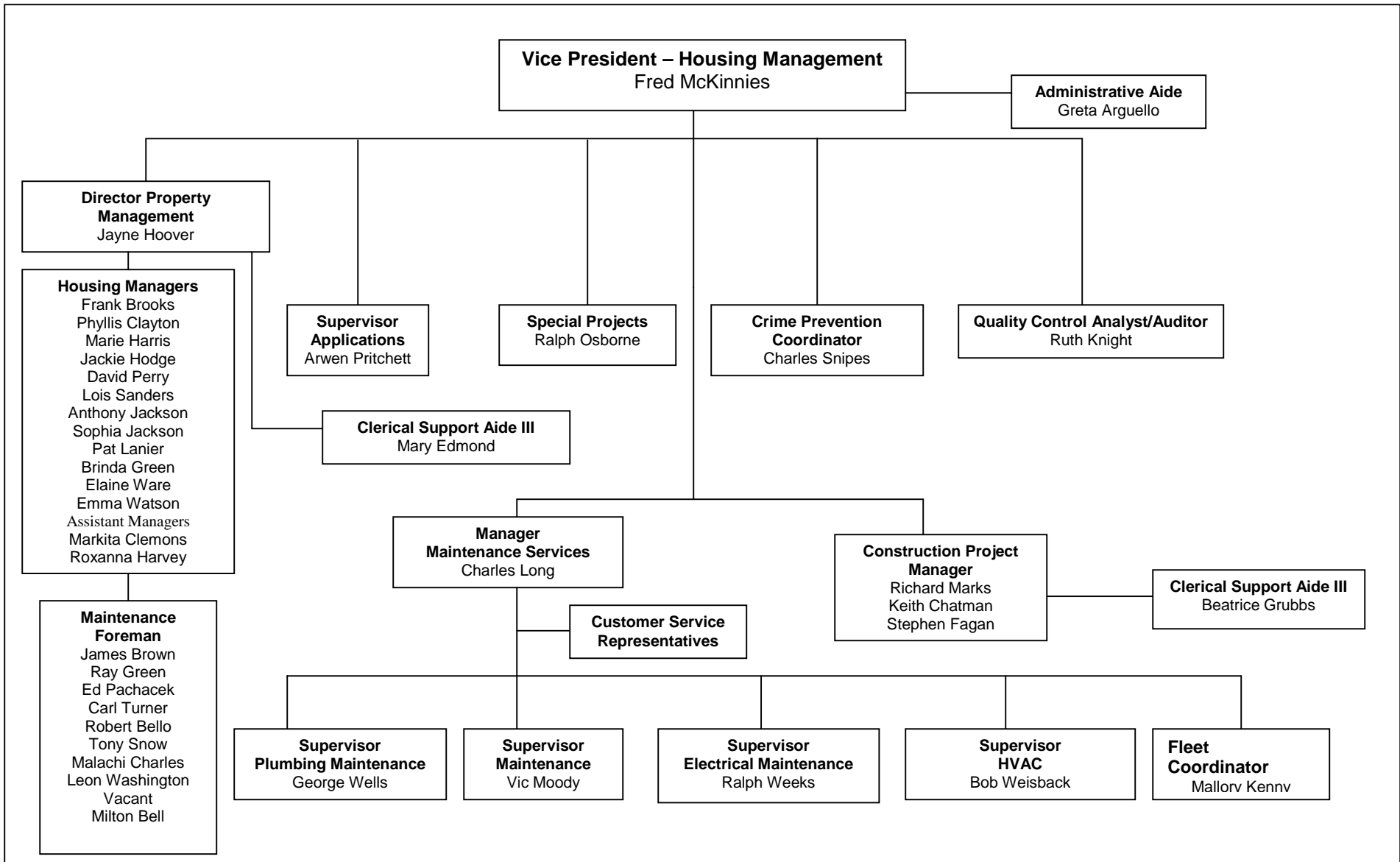


**JACKSONVILLE HOUSING AUTHORITY**

Approved:

\_\_\_\_\_  
President

\_\_\_\_\_  
Date



**JACKSONVILLE HOUSING AUTHORITY**  
**HOUSING MANAGEMENT DIVISION**

Approved:

\_\_\_\_\_  
 Vice President

\_\_\_\_\_  
 Date

**Vice President Housing Assistance  
Operations**  
Maria Vivas

**Staff Support Specialist**  
Heather Brigida

**Quality Control Analyst/Auditor**  
Kathy Cross

**Supervisor Applications**  
Shawna Reeves

**Supervisor Housing Eligibility**  
Rose Coman  
Cindy Lloyd  
Rick Tarkington  
Virginia Sawyer

**Manager Mobility**  
Larry Gonzalez

**Interviewers  
And  
Front Desk Clerks**

**Housing Eligibility Analysts  
And  
Clerical Support Aides**

**Mobility Coordinator  
And  
Counselors**

**JACKSONVILLE HOUSING AUTHORITY**  
**HOUSING ASSISTANCE OPERATIONS**

Approved:

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Date

**Vice President Housing Assistance  
Administration & Special Projects**  
Wanda Montgomery

**Quality Control Analyst/Auditor**  
Mary Streater

**Market Development Specialist**  
Michael Williams

**Manager  
Housing Inspection & Rehabilitation**  
Jimmie Underwood

**Administrative Program Coordinator**  
Lorraine Cochran

**Housing Inspectors  
And  
Clerical Support Aide**

**Clerical Support Aide III**  
Anna Boston

**Housing Payments Counselor**  
Jackie Crooms

**JACKSONVILLE HOUSING AUTHORITY**  
**HOUSING ASSISTANCE ADMINISTRATION**

Approved:  
\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Date

**CAPITAL FUND PROGRAM TABLES START HERE**

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name:  Jacksonville Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P00150101 Replacement Housing Factor Grant No:			Federal FY of Grant  2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending:    March 31, 2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	475,637	0	0	0
3	1408 Management Improvements Soft Costs	701,274	723,999	627,842	595,534
	Management Improvements Hard Costs				
4	1410 Administration	475,637	475,637	475,637	475,637
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000	248,046	169,182	161,982
8	1440 Site Acquisition	225,000	0	0	0
9	1450 Site Improvement	445,000	119,654	78,480	66,929
10	1460 Dwelling Structures	2,003,824	2,658,907	1,841,800	1,590,358
11	1465.1 Dwelling Equipment--Nonexpendable	100,000	90,851	69,809	68,015
12	1470 Nondwelling Structures	125,000	239,968	197,766	71,545
13	1475 Nondwelling Equipment	100,000	197,957	197,757	197,757
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Dmonstration				
17	1495.1 Relocation Costs	5,000	1,353	537	537
18	1499 Development Activties				
19	1502 Contingency				

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:Summary**

<b>PHA Name:</b> Jacksonville Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29P00150101 Replacement Housing Factor Grant No:	<b>Federal FY of Grant</b> 2001
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Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement (revision no: 2 )  
 Performance and Evaluation Report for Period Ending: **March 31, 2003**   
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
20	Amount of Annual Grant: (sum of lines....)	4,756,372	4,756,372	3,658,810	3,228,294
21	Amount of line 10 Related to LBP Activities				
22	Amount of line 10 Related to Section 504 Compliance	75,000	114,247	114,247	114,247
23	Amount of line 3 Related to Security--Soft Costs	225,000	350,269	323,906	310,109
24	Amount of line 3 Related to Security--Hard Costs				
25	Amount of line 10 Related to Energy Conservation Measures	50,000	50,000		
26	Collateralization Expenses or Debt Service				

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

PHA Name:		Grant Type and Number				Federal FY of Grant	
Jacksonville Housing Authority		Capital Fund Program Grant No: FL29P00150101 Replacement Housing Factor Grant No:				2001	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
				Budget	Obligated		
FL1-1,1-1A/Brentwood	Sidewalk Replacement	1450			0		In process
	Central AC/Heat Pumps Phase VI	1460		303,191	303,191	301,120	In process
FL1-7/Jax Beaches	Replace Window Screens	1460			0	0	In process
	Sidewalk Replacement	1450			0		In process
	Parking Pads	1450			0		Suspended
	Landscaping	1450		13,507	9,205	9,205	In process
FL1-8/Baldwin	Landscaping	1450			0		In process
FL1-10/Twin Towers	Exterior Door Replacement	1460		0	0	0	Move to 50102
	Window Replacement	1460		0	0	0	Move to 50102
	Trash Chute Door Replacement	1460		0	0	0	In process
	Parking Lot Repairs	1450		25,000	0	0	In process
	Landscaping	1450			0	0	In process
FL1-12/Fairway Oaks	Landscaping	1450		1,958	1,958	1,518	In process
FL1-13/Southwind Villas	Gutters	1460			0		In process
FL1-14/Victory Pointe	Multi-purpose Building	1470		125,554	125,554	0	Specs written
	Plumbing/Interior Repairs	1460		440,386	419,501	418,785	In process
	Central AC/Heat Pumps	1460		723,830	0		
FL1-15/Anders Park	Landscaping	1450		0	0	0	In process
FL1-16/Centennial Tower	Pressure Wash	1460		0	0	0	Specs written
	Fencing	1450		0	0	0	In process
FL1-17/Centennial TH. E.	Individual Water Meters	1450		0	0	0	Future years
	Central AC/Heat Pumps	1460		0	0	0	Move to 50102
FL1-18/Centennial TH. W.	Individual Water Meters	1450		0	0	0	Future years
	Plumbing-Repiping/Valves	1460		3,899	3,899	3,899	Start Oct 2002
	Central AC/Heat Pumps	1460		0	0	0	Move to 50102
FL1-19/Hogan Creek	Reseal/Tint Windows	1460		0	0	0	In process
	Pressure Wash/Paint/Repair Exterior	1460		125,397	125,397	0	In process
	Moisture Control	1460		80,652	80,652	0	In process
FL1-20/Forest Meadows West	Individual Water Meters	1460		0	0	0	Delay
FL1-21/Forest Meadows East	Individual Water Meters	1460		0	0	0	Delay
FL1-27-29,31/Scattered Sites	Painting/Rehab	1460		215,544	162,585	162,585	In process
FL1-32/Blodget Villas	Roofing	1460		0	0	0	In process
	Gutters	1460		0	0	0	In process
	Landscaping	1450		4,082	3,968	3,968	In process
FL1-36/Oaks of Durkeeville	Emergency Alert System	1460		0	0	0	In process
PHA Wide	Relocation	1495		1,353	537	537	In process
FL1-1,7,9,10,12,13,15,16,17,18,19,20,21,27,28,30,31,32,36	Non-dwelling Equipment	1475		197,957	197,757	197,757	In process
FL1-1,7,9,10,12,13,15,16,17,18,19,20,21,27,28,30,31,32,36	Landscaping	1450		3,920	3,920	3,920	In process
FL1-1,7,9,10,12,13,15,16,17,18,19,20,21,27,28,30,31,32,36	Gutters	1460		8,500	8,500	8,500	In process



Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part II: Supporting Pages							
PHA Name:		Grant Type and Number				Federal FY of Grant	
Jacksonville Housing Authority		Capital Fund Program Grant No: FL29P00150101 Replacement Housing Factor Grant No:				2001	
Development Number	General Description of Major Work Categories	Dev. Acct	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Cabinets	1460		106,721	91,315	89,915	In process
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Painting	1460		122,175	122,175	122,175	In process
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Pressure Washing	1460		1,920	0	0	In process
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Roofing	1460		213,102	213,102	172,896	In process
FL1-19/Hogan Creek	Plumbing	1460		40,048	37,941	36,941	In process
FL1-19/Hogan Creek	Efficiency Conversions/504 Accessibility	1460		225,914	225,914	225,914	In process
FL1	504 Conversion - other sites	1460		56,128	56,128	56,128	In process
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	DOJ Agreement	1440		0	0	0	In process
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Dwelling Equipment	1465		90,851	69,809	68,015	In process
	Non-dwelling Structures	1470		114,414	72,212	71,545	In process
	Paving/Resealing Parking Lots- Dumpster Pads	1450		51,576	39,818	39,818	In process
	Sidewalk Replacement	1450		11,111	11,111	0	In process
Management Improv-PHA Wide	Resident Contracts	1408		0	0	0	In process
	Security	1408		369,269	348,861	327,866	In process
	MIS Consulting	1408		6,180	6,180	6,180	In process
	Cultural Enrichment Program	1408		206,818	187,094	181,094	In process
	Training	1408		141,732	85,707	80,394	In process
PHA Wide	Tech Salaries, Non-tech Salaries, Benefits, Travel	1410		475,637	475,637	475,637	In process
PHA Wide	A&E Services	1430		248,046	169,182	161,982	In process
	Operations	1406		0	0	0	In process
Total				4,756,372	3,658,810	3,228,294	

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

PHA Name:		Grant Type and Number						Federal FY of Grant:	
Jacksonville Housing Authority		Capital Fund Program Grant No: FL29P00150101 Replacement Housing Factor Grant No:						2001	
Development Number Name/HA-Wide Activities		All Fund Obligated (Quarter End Date)			All Funds Expended (Quarter End Date)			Reasons for Revised Target Dates	
		Original	Revised	Actual	Original	Revised	Actual		
FL1-1,1-1A/Brentwood	Sidewalk Repair	09/30/03			09/30/05			Placed under HOPE VI program	
FL1-1,1-1A/Brentwood	Central AC/Heat Pumps	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	Work completed	
FL1-7/Jax Beach	Replace Window Screens	09/30/03			09/30/05			1st phase completed, later year work	
FL1-7/Jax Beach	Sidewalk Replacement	09/30/03			09/30/05			1st phase completed, later year work	
FL1-7/Jax Beach	Landscaping/Parking Pads	09/30/03	09/30/03		09/30/05	09/30/05		Work completed by 9/30/2003	
FL1-8/Baldwin	Landscaping	09/30/03			09/30/05			Moved to later year CGP	
FL1-10/Twin Towers	Exterior Door Replacement	09/30/03			09/30/05			Moved to later year CGP	
	Window Replacement	09/30/03			09/30/05			Moved to later year CGP	
	Trash Chute Conversion	09/30/03			09/30/05			Moved to later year CGP	
	Parking Lot Repairs	09/30/03			09/30/05			Moved to later year CGP	
	Landscaping	09/30/03			09/30/05			Moved to later year CGP	
FL1-12/Fairway Oaks	Landscaping	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	11/30/02	Work Completed	
FL1-13/Southwind Villas	Gutters	09/30/03			09/30/05			Moved to later year CGP	
FL1-14 Victory Pointe	Multipurpose Building	09/30/03	09/30/03	12/01/02	09/30/05	09/30/05	09/30/03	In process	
FL1-14 Victory Pointe	Plumbing/Interior Repairs	09/30/03	09/30/03	03/31/03	09/30/05	03/31/03	03/31/03	First Phase completed	
	Central AC/Heat Pumps	09/30/03	09/30/03		09/30/05	09/30/05		Out for bid	
FL1-15/Anders Park	Landscaping	09/30/03			09/30/05			Moved to later year CGP	
FL1-16, Cent. Towers	Pressure Washing	09/30/03			09/30/05			Moved to later year CGP	
	Fencing	09/30/03			09/30/05			Moved to later year CGP	
FL1-17/Cent THE	Individual Water Meters	09/30/03			09/30/05			Moved to later year CGP	
	Central AC/Heat Pumps	09/30/03			09/30/05			Moved to later year CGP	
FL1-18 Cent THW	Individual Water Meters	09/30/03			09/30/05			Moved to later year CGP	
	Plumbing Repiping/Valves	09/30/03			09/30/05			Moved to later year CGP	
	Central AC/Heat Pumps	09/30/03			09/30/05			Moved to later year CGP	
FL1-19/Hogan Creek	Reseal/Tint Windows	09/30/03			09/30/05			Moved to next line	
FL1-19/Hogan Creek	Spalling Concrete Repair/Tinting	09/30/03	09/30/03	01/05/03	09/30/05	09/30/05	09/30/03	Contract executed	
	Moisture Control	09/30/03	09/30/03	01/05/03	09/30/05	09/30/05	09/30/03	Contract executed	
FL1-20/Forest Meadows	Individual Water meters	09/30/03			09/30/05			Moved to future years	
FL1-21/Forest Meadows	Individual Water Meters	09/30/03			09/30/05			Moved to future years	
FL1-17-29, Scat. Sites	Painting	09/30/03	09/30/03	01/05/03	09/30/05	09/30/05	09/30/03	Work in process	
FL1-27,28,29,31/Scattered	Roofing	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03		
FL1-32, Blodgett Homes	Roofing	09/30/03			09/30/05			Moved to future years	
FL1-32, Blodgett Homes	Gutters	09/30/03			09/30/05			Moved to future years	
FL1-32, Blodgett Homes	Landscaping	09/30/03			09/30/05			Moved to future years	
FL1-36/Oaks at Durkee	Emergency Alert System	09/30/03			09/30/05			Moved to future years	
PHA Wide	Relocation	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	Completed	

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

PHA Name:		Grant Type and Number						Federal FY of Grant:
Jacksonville Housing Authority		Capital Fund Program Grant No: FL29P00150101 Replacement Housing Factor Grant No:						2001
Development Number		All Fund Obligated			All Funds Expended			Reasons for Revised Target Dates
FL1- 1,7,9,10,12.13,15,16,17, 18,19,20,21,27.28.30.31. 32.36	Non-dwelling Equipment	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	Completed
FL1- 1,7,9,10,12.13,15,16,17, 18,19,20,21,27.28.30.31. 32.36	Landscaping	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	Completed
FL1- 1,7,9,10,12.13,15,16,17, 18,19,20,21,27.28.30.31. 32.36	Gutters	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	Completed
FL1- 1,7,9,10,12.13,15,16,17, 18,19,20,21,27.28.30.31. 32.36	Cabinets	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	In process
FL1- 1,7,9,10,12.13,15,16,17, 18,19,20,21,27.28.30.31. 32.36	Painting	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	Completed
FL1- 1,7,9,10,12.13,15,16,17, 18,19,20,21,27.28.30.31. 32.36	Pressure Washing	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	Moved to HOPE VI
FL1- 1,7,9,10,12.13,15,16,17, 18,19,20,21,27.28.30.31. 32.36	Roofing	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	In process
FL1-19/Hogan Creek	Plumbing	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	Completed
FL1-19/Hogan Creek	Unit Conversion	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	
FL1 - All sites	504 conversion	09/30/03	09/30/03	11/30/02	09/30/05	09/30/05	02/28/03	Completed

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b>  Jacksonville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29P001501-02 Replacement Housing Factor Grant No:			<b>Federal FY of Grant</b>  2002
<input type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b> <input checked="" type="checkbox"/> <b>Revised Annual Statement (revision no: 1 )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: March 31, 2003</b> <input type="checkbox"/> <b>Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$40,000	0	0	0
3	1408 Management Improvements Soft Costs	\$680,000	680,000	30,000	0
	Management Improvements Hard Costs				
4	1410 Administration	\$475,640	475,640	43,070	27,505
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$70,000	86,400	86,400	0
8	1440 Site Acquisition	\$900,000	0	0	0
9	1450 Site Improvement	\$45,000	58,000	0	0
10	1460 Dwelling Structures	\$1,953,573	2,085,588	606	606
11	1465.1 Dwelling Equipment--Nonexpendable	\$100,000	85,000	0	0
12	1470 Nondwelling Structures	\$315,000	238,585	223,066	528
13	1475 Nondwelling Equipment	\$75,000	50,000	9,250	7,100
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Dmonstration				
17	1495.1 Relocation Costs	\$5,000	0	0	0
18	1499 Development Activties		900,000	900,000	
19	1502 Contingency				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:Summary**

<b>PHA Name:</b> Jacksonville Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29P001501-02 Replacement Housing Factor Grant No:	<b>Federal FY of Grant</b> 2002
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Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement (revision no: 1 )  
 Performance and Evaluation Report for Period Ending: March 31, 2003   
 Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
20	Amount of Annual Grant: (sum of lines....)	\$4,659,213	\$4,659,213	\$1,292,392	\$35,739
21	Amount of line 10 Related to LBP Activities				
22	Amount of line 10 Related to Section 504 Compliance		51,693		
23	Amount of line 3 Related to Security--Soft Costs	445,000	342,750		
24	Amount of line 3 Related to Security--Hard Costs				
25	Amount of line 10 Related to Energy Conservation Measures	75,000			
26	Collateralization Expenses or Debt Service				

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

PHA Name:		Grant Type and Number				Federal FY of Grant	
Jacksonville Housing Authority		Capital Fund Program Grant No: FL29P001501-02				2002	
		Replacement Housing Factor Grant No:					
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
				Budget	Obligated		
FL1-1,1-1A, Brentwood	Parking improvements	1450					
	Drainage Improvments Study	1430					
	Moisture Control	1460					
	Roof Replacement	1460		606	606	606	
FL1-7,1-9 Jax Beach	Gutters	1460		14,000	0		
	Security Doors and Screens	1460					
FL1-10 Twin Towers	Balcony Repairs	1460		40,000			
	Window Replacement	1460		115,000			
	Lobby Renovation	1470		16,038	528	528	
	Exterior Door Replacement	1460		209,600			
FL1-13 Southwind Villas	Landscaping	1450		50,000			
FL1-14 Victory Pointe	Admin Building	1470		222,547	222,538		
	Sewer Repair	1450		8,000	0		
	Plumbing/Renovation	1460		79,157			
	Central AC/Heat Pumps	1460		356,170			
FL1-15 Anders Park	Central AC/Heat Pumps	1460		0			
	Gutters	1460					
FL1-16 Centennial Towers	Screen in Porch 14th Floor	1460		16,000			
	Paint/Pressure Wash/Seal	1460		112,000			
FL1-17 Cent Th E.	Central AC/Heat Pumps	1460		320,000			
FL1-18 Cent Th W	Central AC/Heat Pumps	1460		370,000			
FL1-27 Scattered Sites	Structural Repairs	1460		25,000			
	Roofs	1460					
FL 1-28 Scattered Sites	Roofs	1460					
	Structural Repairs	1460		30,000			
FL1-29 Scattered Sites	Structural Repairs	1460		25,000			
	Roofs	1460					
FL1-31 Scattered Sites	Structural Repairs	1460		50,000			
	Roofs	1460					
FL1-32, Blodgett	Parking improvements	1450					
FL1-36, Oaks	Security System	1465		35,000	0		
PHA Wide	Tech Services	1410		475,640	43,070	27,505	
	DOJ Agreement	1499		900,000	900,000		
	Dwelling Equipment	1465		50,000			
	A&E Services	1430		86,400	86,400		
	Relocation	1495					
	Non-dwelling Equipment	1475		50,000	9,250	7,100	
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Landscaping	1450					
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Gutters	1460		61,043	0		

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

PHA Name:		Grant Type and Number				Federal FY of Grant	
Jacksonville Housing Authority		Capital Fund Program Grant No: FL29P001501-02				2002	
		Replacement Housing Factor Grant No:					
Development Number	General Description of Major Work Categories	Dev. Acct	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
FL1- 1,7,9,10,12.13,15,16,17,18,19,20, 21,27.28.30.31.32.36	Cabinets	1460		55,343			
FL1- 1,7,9,10,12.13,15,16,17,18,19,20, 21,27.28.30.31.32.36	Painting	1460					
FL1- 1,7,9,10,12.13,15,16,17,18,19,20, 21,27.28.30.31.32.36	Pressure Washing	1460		3,760			
FL1- 1,7,9,10,12.13,15,16,17,18,19,20, 21,27.28.30.31.32.36	Roofing	1460		123,216			
FL1- 1,7,9,10,12.13,15,16,17,18,19,20, 21,27.28.30.31.32.36	Plumbing	1460		50,000			
FL1-19	Efficiency Conversion	1460		29,693			
Management Improvements	Security	1408		342,750	30,000		
	MIS Consulting	1408		0			
	Training	1408		95,475			
	Service Coordinators	1408		241,775			
	Operations	1406		0			
<b>Total</b>				<b>4,659,213</b>	<b>1,292,392</b>	<b>35,739</b>	

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

PHA Name:		Grant Type and Number						Federal FY of Grant:
Jacksonville Housing Authority		Capital Fund Program Grant No: FL29P001501-02 Replacement Housing Factor Grant No:						2002
Development Number Name/HA-Wide Activities		All Fund Obligated (Quarter End Date)			All Funds Expended (Quarter End Date)			Reasons for Revised Target Dates
		Original	Revised	Actual	Original	Revised	Actual	
FL1-1,1-1A, Brentwood	Parking improvements	July 24, 2004			July 24, 2006			
	Drainage Improvments Study	July 24, 2004			July 24, 2006			
	Moisture Control	July 24, 2004			July 24, 2006			
FL1-7,1-9 Jax Beach	Roof Replacement	July 24, 2004			July 24, 2006			
	Gutters	July 24, 2004			July 24, 2006			
FL1-10 Twin Towers	Security Doors and Screens	July 24, 2004			July 24, 2006			
	Pressure Washing	July 24, 2004			July 24, 2006			
FL1-14 Victory Pointe	Lobby Upgrade	July 24, 2004			July 24, 2006			
	Admin Building	July 24, 2004			July 24, 2006			
FL1-15 Anders Park	Central AC/Heat Pumps	July 24, 2004			July 24, 2006			
	Gutters	July 24, 2004			July 24, 2006			
FL1-16 Centennial Towers	Screen Patio	July 24, 2004			July 24, 2006			
	Pressure Washing	July 24, 2004			July 24, 2006			
FL1-17 Cent Th E.	Central AC/Heat Pumps	July 24, 2004			July 24, 2006			
FL1-18 Cent Th W	Central AC/Heat Pumps	July 24, 2004			July 24, 2006			
FL1-27 Scattered Sites	Structural Repairs	July 24, 2004			July 24, 2006			
	Roofs	July 24, 2004			July 24, 2006			
FL 1-28 Scattered Sites	Roofs	July 24, 2004			July 24, 2006			
	Structural Repairs	July 24, 2004			July 24, 2006			
FL1-29 Scattered Sites	Structural Repairs	July 24, 2004			July 24, 2006			
	Roofs	July 24, 2004			July 24, 2006			
FL1-31 Scattered Sites	Structural Repairs	July 24, 2004			July 24, 2006			
	Roofs	July 24, 2004			July 24, 2006			
PHA Wide	Tech Services	July 24, 2004			July 24, 2006			
	DOJ Agreement	July 24, 2004			July 24, 2006			
	Dwelling Equipment	July 24, 2004			July 24, 2006			
	A&E Services	July 24, 2004			July 24, 2006			
	Relocation	July 24, 2004			July 24, 2006			
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Non-dwelling Equipment	July 24, 2004			July 24, 2006			
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Landscaping	July 24, 2004			July 24, 2006			
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Gutters	July 24, 2004			July 24, 2006			



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

PHA Name:  Jacksonville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29P001501-02 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b>  2002	
Development Number		All Fund Obligated		All Funds Expended		Reasons for Revised Target Dates
FL1- 1,7,9,10,12.13,15,16,17,18,19,20,21,2 7.28.30.31.32.36 Cabinets		July 24, 2004		July 24, 2006		
FL1- 1,7,9,10,12.13,15,16,17,18,19,20,21,2 7.28.30.31.32.36 Painting		July 24, 2004		July 24, 2006		
FL1- 1,7,9,10,12.13,15,16,17,18,19,20,21,2 7.28.30.31.32.36 Pressure Washing		July 24, 2004		July 24, 2006		
FL1- 1,7,9,10,12.13,15,16,17,18,19,20,21,2 7.28.30.31.32.36 Roofing		July 24, 2004		July 24, 2006		
FL1- 1,7,9,10,12.13,15,16,17,18,19,20,21,2 7.28.30.31.32.36 Plumbing		July 24, 2004		July 24, 2006		
FL1-19 Unit Conversion/Modernization		July 24, 2004		July 24, 2006		
Management Improvements Security		July 24, 2004		July 24, 2006		
MIS Consulting		July 24, 2004		July 24, 2006		
Training		July 24, 2004		July 24, 2006		
Service Coordinators		July 24, 2004		July 24, 2006		
Operations		July 24, 2004		July 24, 2006		

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:Summary</b>					
<b>PHA Name:</b>  Jacksonville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29P001501-03 Replacement Housing Factor Grant No:			<b>Federal FY of Grant</b>  2003
<input checked="" type="checkbox"/> <b>Original Annual Statement</b>		<input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b>		<input checked="" type="checkbox"/> <b>Revised Annual Statement (revision no: )</b>	
<input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b>		<input type="checkbox"/> <b>Final Performance and Evaluation Report</b>			
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
1	Total non-CFP Funds				
2	1406 Operations	150,000	0	0	0
3	1408 Management Improvements Soft Costs	880,000	0	0	0
	Management Improvements Hard Costs				
4	1410 Administration	465,213	0	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	139,000	0	0	0
10	1460 Dwelling Structures	2,580,000	0	0	0
11	1465.1 Dwelling Equipment--Nonexpendable	50,000	0	0	0
12	1470 Nondwelling Structures	75,000	0	0	0
13	1475 Nondwelling Equipment	40,000	0	0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Dmonstration				
17	1495.1 Relocation Costs	5,000	0	0	0
18	1499 Development Activties	225,000			
19	1502 Contingency				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:Summary**

<b>PHA Name:</b> Jacksonville Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29P001501-03 Replacement Housing Factor Grant No:	<b>Federal FY of Grant</b> 2003
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**Original Annual Statement**    **Reserve for Disasters/Emergencies**    **Revised Annual Statement (revision no: )**  
 **Performance and Evaluation Report for Period Ending:**   **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
20	Amount of Annual Grant: (sum of lines....)	\$4,659,213	\$0	\$0	\$0
21	Amount of line 10 Related to LBP Activities	\$0			
22	Amount of line 10 Related to Section 504 Compliance	\$75,000	0		
23	Amount of line 3 Related to Security--Soft Costs	550,000	0		
24	Amount of line 3 Related to Security--Hard Costs	0			
25	Amount of line 10 Related to Energy Conservation Measures	0			
26	Collateralization Expenses or Debt Service				

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

PHA Name:		Grant Type and Number				Federal FY of Grant	
Jacksonville Housing Authority		Capital Fund Program Grant No: FL29P001501-03 Replacement Housing Factor Grant No:				2003	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
				Budget	Obligated		
FL1-7,1-9 Jax Beach	Gutters	1460		25,000			
	HVAC/Air Conditioning	1460		600,000			
	Security Doors and Screens	1460		50,000			
	Landscaping	1450		25,000			
FL1-10 Twin Towers	Exterior Paint and Sealing/Pressure washing	1460		220,000			
	Landscaping	1450		12,000			
	Concrete Patio	1450		12,000			
FL1-13 Southwind Villas	Landscaping/Sidewalks	1450		40,000			
	Plumbing	1460		230,000			
FL1-14 Victory Pointe	Renovate Admin Bldg. For offices	1470		75,000			
	Landscaping/site improvements	1460		25,000			
FL1-15 Anders Park	Central AC/Heat Pumps	1460		370,000			
FL1-16 Centennial Towers	Paint/Pressure Wash/Seal Exterior	1460		80,000			
FL1-19 Hogan Creek	Lobby Tile	1460		25,000			
	Back Awning/Deck	1450		25,000			
FL1-21 Forest East	HVAC/Air Conditioning	1460		300,000			
FL1-27,28,29,31 Scattered Sites	Structural Repairs	1460		100,000			
	Roofs	1460		90,000			
	Central AC/Heat Pumps	1460		225,000			
PHA Wide	Tech Services	1410		465,213			
	DOJ Agreement	1499		225,000			
	Dwelling Equipment	1465		50,000			
	A&E Services	1430		50,000			
	Relocation	1495		5,000			
	Non-dwelling Equipment	1475		40,000			
FL1-1,7,9,10,12,13,15,16,17,18,19,20,21,27,28,30,31,32,36	Landscaping	1450		25,000			
FL1-1,7,9,10,12,13,15,16,17,18,19,20,21,27,28,30,31,32,36	Gutters	1460		15,000			
FL1-1,7,9,10,12,13,15,16,17,18,19,20,21,27,28,30,31,32,36	Cabinets	1460		75,000			
FL1-1,7,9,10,12,13,15,16,17,18,19,20,21,27,28,30,31,32,36	Painting	1460		15,000			
FL1-1,7,9,10,12,13,15,16,17,18,19,20,21,27,28,30,31,32,36	Pressure Washing	1460		15,000			
FL1-1,7,9,10,12,13,15,16,17,18,19,20,21,27,28,30,31,32,36	Roofing	1460		30,000			

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name:			Grant Type and Number			Federal FY of Grant		
Jacksonville Housing Authority			Capital Fund Program Grant No: FL29P001501-03			2003		
			Replacement Housing Factor Grant No:					
Development Number	General Description of Major Work Categories		Dev. Acct	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
FL1- 1,7,9,10,12.13,15,16,17,18,19,20, 21,27.28.30.31.32.36	Plumbing		1460		15,000			
FL1- 1,7,9,10,12.13,15,16,17,18,19,20, 21,27.28.30.31.32.36	Unit Conversion/Modernization		1460		75,000			
Management Improvements	Security		1408		550,000			
	MIS Consulting		1408		25,000			
	Training		1408		25,000			
	Service Coordinators		1408		280,000			
	Operations		1406		150,000			
Total					4,659,213		0	

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

PHA Name:		Grant Type and Number						Federal FY of Grant:
Jacksonville Housing Authority		Capital Fund Program Grant No: FL29P001501-03 Replacement Housing Factor Grant No:						2003
Development Number Name/HA-Wide Activities		All Fund Obligated (Quarter End Date)			All Funds Expended (Quarter End Date)			Reasons for Revised Target Dates
		Original	Revised	Actual	Original	Revised	Actual	
FL1-7,1-9 Jax Beach	Gutters	09/30/05			09/30/07			
	HVAC/Air Conditioning	09/30/05			09/30/07			
	Security Doors and Screens	09/30/05			09/30/07			
	Landscaping	09/30/05			09/30/07			
FL1-10 Twin Towers	Exterior Paint and Sealing/Pressur	09/30/05			09/30/07			
	Landscaping	09/30/05			09/30/07			
	Concrete Patio	09/30/05			09/30/07			
FL1-13 Southwind Villas	Landscaping/Sidewalks	09/30/05			09/30/07			
	Plumbing	09/30/05			09/30/07			
FL1-14 Victory Pointe	Renovate Admin Bldg. For offices	09/30/05			09/30/07			
	Landscaping/site improvments	09/30/05			09/30/07			
FL1-15 Anders Park	Central AC/Heat Pumps	09/30/05			09/30/07			
FL1-16 Centennial Towers	Paint/Pressure Wash/Seal Exterior	09/30/05			09/30/07			
FL1-19 Hogan Creek	Lobby Tile	09/30/05			09/30/07			
	Back Awning/Deck	09/30/05			09/30/07			
FL1-21 Forest East	HVAC/Air Conditioning	09/30/05			09/30/07			
FL1-27,28,29,31 Scattered Sites	Structural Repairs	09/30/05			09/30/07			
	Roofs	09/30/05			09/30/07			
	Central AC/Heat Pumps	09/30/05			09/30/07			
PHA Wide	Tech Services	09/30/05			09/30/07			
	DOJ Agreement	09/30/05			09/30/07			
	Dwelling Equipment	09/30/05			09/30/07			
	A&E Services	09/30/05			09/30/07			
	Relocation	09/30/05			09/30/07			
	Non-dwelling Equipment	09/30/05			09/30/07			
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Landscaping	09/30/05			09/30/07			
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Gutters	09/30/05			09/30/07			
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Cabinets	09/30/05			09/30/07			
FL1-1,7,9,10,12.13,15,16,17,18,19,20,21,27.28.30.31.32.36	Painting	09/30/05			09/30/07			



# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name:

Jacksonville Housing Authority

Original 5-Year Plan

Revision No:

Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant:2004 PHA FY: 2005	Work Statement for Year 3 FFY Grant:2005 PHA FY:2006	Work Statement for Year 4 FFY Grant:2006 PHA FY:2007	Work Statement for Year 5 FFY Grant:2007 PHA FY:2008
Operations		\$731,440	\$781,440	\$781,440	\$931,440
Management Imp		\$931,840	\$931,840	\$931,840	\$931,840
Administrat		\$465,920	\$465,920	\$465,920	\$465,920
Fees and Costs		\$100,000	\$100,000	\$100,000	\$100,000
FL1-7,1-9, Jax Beach		\$50,000	\$50,000	\$100,000	\$100,000
FL1-7,1-9, Jax Beach		\$100,000	\$50,000	\$50,000	\$0
FL1-7,1-9, Jax Beach		\$200,000	\$175,000	\$150,000	\$100,000
FL1-8, Baldwin		\$70,000	\$75,000	\$50,000	
FL1-10 Twin Towers		\$170,000	\$170,000	\$280,000	\$500,000
FL1-12 Fairway Oaks		\$65,000	\$245,000	\$125,000	\$35,000
FL1-13 Southwind Villas		\$200,000	\$775,000	\$300,000	\$620,000
FL1-14 Victory Pointe		\$0	\$200,000	\$150,000	\$100,000
FL1-15 Anders		\$50,000	\$20,000	\$190,000	\$225,000
FL1-16 Cent Towers		\$0	\$75,000	\$20,000	\$17,000
FL1-17 Cent Th E		\$0	\$75,000	\$15,000	\$27,300
FL1-18, Cent Tw W.		\$0	\$10,000	\$150,000	\$25,000
FL1-19, Hogan Creek		\$0	\$100,000	\$305,000	\$72,700
FL1-20 Forest W.		\$5,000	\$50,000	\$175,000	\$75,000
FL1-21 Forest E.		\$0	\$50,000	\$50,000	\$157,000
FL1-18-31 Scattered		\$1,420,000	\$250,000	\$200,000	\$151,000
FL1-32 Blodgett		\$100,000	\$0	\$30,000	\$25,000
FL1-36 Oaks		\$0	\$10,000	\$40,000	\$0
Total CFP Funds (Est.)		\$4,659,200	\$4,659,200	\$4,659,200	\$4,659,200
Total Replacement Housing Factor Funds					



**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages -- Work Activities**

Activities for Year 1	Activities for Year: ____2 FFY Grant:2004 PHA FY:2005			Activities for Year: ____3 FFY Grant:2005 PHA FY:2006			Activities for Year: ____4 FFY Grant:2006 PHA FY:2007			Activities for Year: ____6 FFY Grant:2007 PHA FY:2008		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	All	Operations	\$731,440	All	Operations	\$781,440	All	Operations	\$781,440	All	Operations	\$931,440
	All	Management Imp	\$931,840	All	Management Imp	\$931,840	All	Management Imp	\$931,840	All	Management Imp	\$931,840
	All	Administration	\$465,920	All	Administration	\$465,920	All	Administrat	\$465,920	All	Administrat	\$465,920
	All	Fees and Costs	\$100,000	All	Fees and Costs	\$100,000	All	Fees and Costs	\$100,000	All	Fees and Costs	\$100,000
	FL1-7,1-9, Jax Beach	Gutters	\$50,000	FL1-7,1-9, Jax Beach	Drainage/Paving	\$75,000	FL1-7,1-9, Jax Beach	Drainage/Paving	\$0	FL1-7,1-9, Jax Beach	Drainage/Paving	\$0
		Landscaping	\$50,000		Windows	\$50,000		Kitchens	\$100,000		Cabinets	\$100,000
		Security Screens	\$100,000		Exterior Siding	\$50,000		Exterior Siding	\$50,000			
Annual	subtotal		\$200,000	subtotal		\$175,000	subtotal		\$150,000	subtotal		\$100,000
	FL1-8, Baldwin	Roof Replacement	\$70,000	FL1-8, Baldwin	Plumbing	\$75,000	FL1-8, Baldwin	Paint Exteriors	\$50,000	FL1-8, Baldwin	Roofing	\$60,000
	subtotal		\$70,000	subtotal		\$75,000	subtotal		\$50,000	subtotal		\$60,000
	FL1-10, Twin Towers	Booster Pump	\$20,000	FL1-10, Twin Towers	Windows and Doors	\$100,000	FL1-10, Twin Towers	Windows and Doors	\$0	FL1-10, Twin Towers	Windows and Doors	\$0
		Emergency Alert	\$150,000		Upgrade lighting	\$70,000		Plumbing	\$280,000		Roof Replacement	\$500,000
	subtotal		\$170,000	subtotal		\$170,000	subtotal		\$280,000	subtotal		\$500,000
Statement	FL1-12 Fairway Oaks	Sidewalks	\$20,000	FL1-12 Fairway Oaks	Plumbing	\$200,000	FL1-12 Fairway Oaks	Security Screens	\$75,000	FL1-12 Fairway Oaks	Landscaping	\$10,000
		Storefront	\$5,000		Parking Pads	\$20,000		Security Lighting	\$20,000		Banisters	\$25,000
		Admin Bldg	\$40,000		Playground	\$25,000		Dryer Connections	\$30,000			
	subtotal		\$65,000	subtotal		\$245,000	subtotal		\$125,000	subtotal		\$35,000
	FL1-13 Southwind Villa	Plumbing	\$200,000	FL1-13 Southwind Villa	Gutters	\$75,000	FL1-13 Southwind Villa	Landscaping	\$100,000	FL1-13 Southwind Villa	Steps	\$20,000
		Sidewalks			Roofing	\$500,000		Playground	\$50,000		Electrical	\$400,000
					Plumbing	\$200,000		Windows	\$150,000		Cabinets	\$200,000
	subtotal		\$200,000	subtotal		\$775,000	subtotal		\$300,000	subtotal		\$620,000
	FL1-14 Victory Pointe			FL1-14 Victory Pointe	Electrical	\$200,000	FL1-14 Victory Pointe	Parking	\$150,000	FL1-14 Victory Pointe	Landscaping	\$100,000
	subtotal		\$0	subtotal		\$200,000	subtotal		\$150,000	subtotal		\$100,000
	FL1-15 Anders	Landscaping	\$50,000	FL1-15 Anders	Reseal Streets	\$20,000	FL1-15 Anders	Plumbing	\$190,000	FL1-15 Anders	Playgrounds	\$25,000
											Roofs	\$200,000
	subtotal		\$50,000	subtotal		\$20,000	subtotal		\$190,000	subtotal		\$225,000
	FL1-16 Cent Towers	Window Tinting	\$0	FL1-16 Cent Towers	Blinds	\$75,000	FL1-16 Cent Towers	Generator	\$20,000	FL1-16 Cent Towers	Fire Pump	\$17,000
	subtotal		\$0	subtotal		\$75,000	subtotal		\$20,000	subtotal		\$17,000
	FL1-17 Cent Th E			FL1-17 Cent Th E	Plumbing	\$50,000	FL1-17 Cent Th E	Speed Bumps	\$15,000	FL1-17 Cent Th E	Landscaping	\$15,000
					Playground	\$25,000					Sidewalk	\$12,300
	subtotal		\$0	subtotal		\$75,000	subtotal		\$15,000	subtotal		\$27,300
	FL1-18, Cent Tw W.			FL1-18, Cent Tw W.	Landscaping	\$10,000	FL1-18, Cent Tw W.	Plumbing	\$150,000	FL1-18, Cent Tw W.	Sidewalks	\$25,000
	subtotal		\$0	subtotal		\$10,000	subtotal		\$150,000	subtotal		\$25,000
	FL1-19, Hogan Creek	Benches	\$0	FL1-19, Hogan Creek	Parking	\$50,000	FL1-19, Hogan Creek	Plumbing	\$290,000	FL1-19, Hogan Creek	Landscaping	\$10,000
		Dumpster	\$0		Security Lighting	\$50,000		Awnings	\$15,000		Blinds	\$62,700
	subtotal		\$0	subtotal		\$100,000	subtotal		\$305,000	subtotal		\$72,700
	FL1-20 Forest W.	Landscaping	\$5,000	FL1-20 Forest W.	Sidewalks	\$175,000	FL1-20 Forest W.	Central AC	\$175,000	FL1-20 Forest W.	Roofs	\$75,000
	subtotal		\$5,000	subtotal		\$50,000	subtotal		\$175,000	subtotal		\$75,000
	FL1-21 Forest E.	Landscaping	\$25,000	FL1-21 Forest E.	Sidewalks	\$50,000	FL1-21 Forest E.	Site Lighting	\$50,000	FL1-21 Forest E.	Roof Replacement	\$157,000
		Central A/C	\$340,000									
	subtotal		\$365,000	subtotal		\$50,000	subtotal		\$50,000	subtotal		\$157,000
	FL1-27,28,29,31 Scatte	Central A/C	\$800,000	FL1-27,28,29,31 Scatte	Gutters	\$90,000	FL1-27,28,29,31 Scatte	Site Lighting	\$100,000	FL1-27,28,29,31 Scatte	Landscaping	\$101,000
		Roofs	\$200,000		Landscaping	\$10,000		Landscaping	\$100,000		Security Lights	\$50,000
		Gutters	\$20,000		Central A/C	\$100,000						
		Structural Repairs	\$400,000		Roofs \$50,000	\$50,000						
	subtotal		\$1,420,000	subtotal		\$250,000	subtotal		\$200,000	subtotal		\$151,000
	FL1-32 Blodgett	Parking Lots	\$100,000	FL1-32 Blodgett			FL1-32 Blodgett	HVAC	\$30,000	FL1-32 Blodgett	Landscaping	\$25,000
	subtotal		\$100,000	subtotal		\$0	subtotal		\$30,000	subtotal		\$25,000
	FL1-36 Oaks			FL1-36 Oaks	Landscaping	\$10,000	FL1-36 Oaks	Landscaping	\$40,000	FL1-36 Oaks		
	subtotal		\$0	subtotal		\$10,000	subtotal		\$40,000	subtotal		\$0

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:Summary</b>					
<b>PHA Name:</b>  Jacksonville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29R001501-00 Replacement Housing Factor Grant No:		<b>Federal FY of Grant</b>  2000	
<input type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <input checked="" type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: 3/31/03</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$0		\$0	\$0
3	1408 Management Improvements Soft Costs	\$0	\$0	\$0	\$0
	Management Improvements Hard Costs			\$0	\$0
4	1410 Administration	\$0	\$0	\$0	\$0
5	1411 Audit	\$0			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$0	\$0	\$0	\$0
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$0	\$0	\$0	\$0
10	1460 Dwelling Structures	\$0	\$0	\$0	\$0
11	1465.1 Dwelling Equipment--Nonexpendable	\$0	\$0	\$0	\$0
12	1470 Nondwelling Structures	\$0	\$0	\$0	\$0
13	1475 Nondwelling Equipment	\$0	\$0	\$0	\$0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Dmonstration				
17	1495.1 Relocation Costs	\$0	\$0	\$0	\$0
18	1499 Development Activties	\$614,281			
19	1502 Contingency				

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:Summary**

<b>PHA Name:</b> Jacksonville Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29R001501-00 Replacement Housing Factor Grant No:	<b>Federal FY of Grant</b> 2000
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Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 3/31/03   
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
20	Amount of Annual Grant: (sum of lines....)	\$614,281	\$0	\$0	\$0
21	Amount of line 10 Related to LBP Activities				
22	Amount of line 10 Related to Section 504 Compliance		0	0	
23	Amount of line 3 Related to Security--Soft Costs		0	0	
24	Amount of line 3 Related to Security--Hard Costs				
25	Amount of line 10 Related to Energy Conservation Measures		0	0	
26	Collateralization Expenses or Debt Service				



Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Jacksonville Housing Authority			Grant Type and Number Capital Fund Program Grant No: FL29R001501-00 Replacement Housing Factor Grant No:				Federal FY of Grant 2000		
Development Number	General Description of Major Work Categories		Dev. Acct	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work	
Total					614,281	0	0		

\* - Budget amounts for PHA Wide Site Improvements (1450) have been adjusted to balance back to grant total



**CAPITAL FUND PROGRAM TABLES START HERE**

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:Summary					
PHA Name:		Grant Type and Number			Federal FY of Grant
Jacksonville Housing Authority		Capital Fund Program Grant No: Replacement Housing Factor Grant No: FL29R001501-01			2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:   )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$0		0	0
3	1408 Management Improvements Soft Costs	\$0	0	0	0
	Management Improvements Hard Costs			0	0
4	1410 Administration	\$0	0	0	0
5	1411 Audit	\$0			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$0	0	0	0
8	1440 Site Acquisition	\$0	0	0	0
9	1450 Site Improvement	\$0	0	0	0
10	1460 Dwelling Structures	\$0	0	0	0
11	1465.1 Dwelling Equipment--Nonexpendable	\$0	0	0	0
12	1470 Nondwelling Structures	\$0	0	0	0
13	1475 Nondwelling Equipment	\$0	0	0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Dmonstration				
17	1495.1 Relocation Costs	\$0	0	0	0
18	1499 Development Activties	\$626,836			
19	1502 Contingency				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:Summary**

<b>PHA Name:</b> Jacksonville Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No: FL29R001501-01	<b>Federal FY of Grant</b> 2001
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Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 3/31/03   
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
20	Amount of Annual Grant: (sum of lines....)	\$626,836	0	0	0
21	Amount of line 10 Related to LBP Activities				
22	Amount of line 10 Related to Section 504 Compliance				
23	Amount of line 3 Related to Security--Soft Costs				
24	Amount of line 3 Related to Security--Hard Costs				
25	Amount of line 10 Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				







## CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name:  Jacksonville Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29R001501-02 Replacement Housing Factor Grant No:			Federal FY of Grant  2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations			0	0
3	1408 Management Improvements Soft Costs		0	0	0
	Management Improvements Hard Costs			0	0
4	1410 Administration		0	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs		0	0	0
8	1440 Site Acquisition		0	0	0
9	1450 Site Improvement		0	0	0
10	1460 Dwelling Structures	\$0	0	0	0
11	1465.1 Dwelling Equipment--Nonexpendable		0	0	0
12	1470 Nondwelling Structures		0	0	0
13	1475 Nondwelling Equipment		0	0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Dmonstration				
17	1495.1 Relocation Costs		0	0	0
18	1499 Development Activties	\$613,583			
19	1502 Contingency				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:Summary**

<b>PHA Name:</b> Jacksonville Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29R001501-02 Replacement Housing Factor Grant No:	<b>Federal FY of Grant</b> 2002
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Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 3/31/03   
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
20	Amount of Annual Grant: (sum of lines....)	\$613,583	0	0	0
21	Amount of line 10 Related to LBP Activities				
22	Amount of line 10 Related to Section 504 Compliance				
23	Amount of line 3 Related to Security--Soft Costs				
24	Amount of line 3 Related to Security--Hard Costs				
25	Amount of line 10 Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				



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

PHA Name:  Jacksonville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29R001501-02 Replacement Housing Factor Grant No:						<b>Federal FY of Grant:</b>  2002
Development Number Name/HA-Wide Activities		All Fund Obligated (Quarter End Date)			All Funds Expended (Quarter End Date)			Reasons for Revised Target Dates
		Original	Revised	Actual	Original	Revised	Actual	
New development	Development of new units	Sep-05			Sep-06			

**CAPITAL FUND PROGRAM TABLES START HERE**

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:Summary					
PHA Name:  Jacksonville Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29R001501-03 Replacement Housing Factor Grant No:			Federal FY of Grant  2003
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/03		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations			0	0
3	1408 Management Improvements Soft Costs		0	0	0
	Management Improvements Hard Costs			0	0
4	1410 Administration		0	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs		0	0	0
8	1440 Site Acquisition		0	0	0
9	1450 Site Improvement		0	0	0
10	1460 Dwelling Structures	\$0	0	0	0
11	1465.1 Dwelling Equipment--Nonexpendable		0	0	0
12	1470 Nondwelling Structures		0	0	0
13	1475 Nondwelling Equipment		0	0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Dmonstration				
17	1495.1 Relocation Costs		0	0	0
18	1499 Development Activties	\$490,144			
19	1502 Contingency				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:Summary**

<b>PHA Name:</b> Jacksonville Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29R001501-03 Replacement Housing Factor Grant No:	<b>Federal FY of Grant</b> 2003
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Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 3/31/03   
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
20	Amount of Annual Grant: (sum of lines....)	\$490,144	0	0	0
21	Amount of line 10 Related to LBP Activities				
22	Amount of line 10 Related to Section 504 Compliance				
23	Amount of line 3 Related to Security--Soft Costs				
24	Amount of line 3 Related to Security--Hard Costs				
25	Amount of line 10 Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				





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

PHA Name:  Jacksonville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: FL29R001501-03 Replacement Housing Factor Grant No:						<b>Federal FY of Grant:</b>  2003
Development Number Name/HA-Wide Activities		All Fund Obligated (Quarter End Date)			All Funds Expended (Quarter End Date)			Reasons for Revised Target Dates
		Original	Revised	Actual	Original	Revised	Actual	
New development	Development of new units	Sep-05			Sep-06			

## SECTION 8 HOMEOWNERSHIP PROGRAM Addendum to Administrative Plan

The Jacksonville Housing Authority Housing Assistance Division (JHA HAD) has adopted the Homeownership option of the Section 8 voucher assistance program. The Homeownership Program permits eligible participants in the Section 8 housing choice Voucher program, the option of purchasing a home with their Section 8 assistance rather than renting.

### **Initial Contact**

JHA has elected to offer the Section 8 Homeownership option first to participants who have a minimum of one year in the JHA Family Self-Sufficiency (FSS) program. JHA will make a first contact to those FSS participants who have a current minimum gross income of at least \$10,300. The letter will describe the eligibility criteria and ask those persons interested, who meet the criteria, to contact us. Those persons who have responded by a given deadline will be considered for the Homeownership Program.

The date of the letter of offer is the date JHA has determined the participant eligible for the homeownership program.

Two persons designated by the Vice President, Administration, of HAD will review and rank the responses. Ranking will be by a point system for answers to questions on the survey in the initial contact letter.

The Vice President, Administration, of Housing Assistance will determine how many and when to issue homeownership vouchers.

When it is determined that the FSS program does not have enough eligible participants to offer the homeownership option, an alternate criteria will be reviewed: a participant who has been paying a portion of rent in the amount established by the Vice President, Administration for at least 365 consecutive days. For example: if the monthly tenant portion has been at or over \$500 for a year, that person could be deemed eligible. Those persons will not be required to sign an FSS contract or Individual Training and Service Plan, but their assessments after briefing will be monitored by the FSS Service Coordinators. This will ensure consistency as relating to credit counseling and clean-up and homebuyership counseling.

## Family Eligibility

- As of the date of the contact letter, an applicant for the Homeownership Program must have completed at least one full year (365 consecutive days) under the Section 8 rental assistance program and in the Family Self-Sufficiency program. If the family has been a public housing resident for over a year and is selected for, or issued a Housing Choice Voucher, JHA will count the assisted time in Public Housing as eligible time with assistance.
  - To clarify: a) A family must have been in Section 8 or Public Housing (or a combination of the two) for at least a year; AND b) have been participating in FSS or have paid the specified high portion of rent for at least a year.
- The applicant must have no debt to JHA or any housing agency and must be paid current with the owner of the rental property.
- The family must be a “first-time homebuyer” in accordance with 24CFR 982.4.
- If any member of the family has defaulted on a mortgage under the homeownership assistance option, the family is not eligible to again participate.
- The head of household or spouse must be employed full time (not less than an average of 30 hours per week) and have been continuously so employed during the year before date of the letter of contact for participation in the Homeowner Program. The minimum income requirement cannot be met by welfare assistance. A break in employment of over two (2) weeks, even if unemployment compensation were received, will not meet the requirement of being continuously employed.

It will not be considered a break in employment when the Duval County School Board verifies that employment is likely to continue when the client is not working during the summer break. Income will be annualized.

An exception may be considered on a case-by-case basis; for example, if the employer went out of business and the participant can document that she made an effort to find immediate employment in the same field. Maternity leave is not considered a break in employment as long as the mother returns to fulltime employment.

- Before a voucher for the Homeownership Program is issued, the family must have satisfactorily completed a credit and homeownership counseling program with an agency approved by JHA.

## Eligible Units

- The unit was under construction with foundation completed, or already existing at the time the family enters into a contract of sale. The criteria will include eligible units defined by HUD, not specifically excluded below.

- The unit is a one-unit property (no duplex or multi-family). It may not be a condominium, cooperative or manufactured housing. It may not be in an area where there is a mandatory association fee in excess of sixty (\$60) dollars per month.
- The unit complies with the Housing Quality Standards under the Section 8 Housing Choice Voucher Program and the Jacksonville City Code as inspected by JHA staff. This inspection can take place prior to the signing of the sales contract.
- The seller must comply with regulations which govern the disclosure of lead base paint status.
- The unit must be inspected by an independent inspector designated and paid for by the family. The inspector must have passed the National Home Inspectors Exam and be approved by JHA. The inspector must also be currently certified by The American Society of Home Inspectors and/or The Florida Association of Building Inspectors. A copy of the inspection report must be given to and approved by JHA. The buyer will bear no costs for repairs relating to the inspection reports.
  - In the case of clients who use HeadStart to Homeownership funds, JHA will accept the independent inspection authorized and approved by the Housing Services Division for that program.
- Before loan closing, the property must have a clear wood destroying organism report.

## **Eligible Lender and Financing**

- Any lender selected by the family must be approved by JHA. The mortgage lender must be a federally-regulated financial institution. If required by the lender, the loan must be insured or guaranteed by the state or federal government.
- Rate and terms of the mortgage are subject to review and approval by JHA.
- All loans must include escrow to pay taxes and insurance.
- There must not be a penalty for prepayment of any portion of the loan after three (3) years from the effective date of the loan.
- Owner financing will not be approved.
  - On a case by case basis, an established builder who finances his properties will be considered for approval if the client has selected one of those properties.
- No loan whose interest rate is likely to increase above 12% during the life of the loan will be approved.
- JHA will not approve a balloon mortgage

- The downpayment must be at least three (3) percent of the purchase price with at least one (1) percent of that coming from the family's personal resources.
- Personal resources cannot include funds from any other source, including lump sum gifts from family members over the past six (6) months. FSS escrow funds are considered personal funds.
- A lease-purchase agreement will not be approved.

## **Statement of Homeowner Obligations**

The family must agree, by signature of all those who are eighteen (18) years and older, to the "Statement of Homeowner Obligations" in the written form provided by JHA. This will include continued satisfactory participation in the FSS program until completion of the contract and Individual Service and Training Plan.

## **Issuance of Homeownership Voucher**

Once a rental assistance participant has been determined eligible for homeownership assistance AND they have satisfactorily completed the required credit and homeownership counseling programs, the family will be issued a voucher which will be good for 120 days. During this time, the family will:

1. Find a lender (approved by JHA) willing to process their mortgage; get pre-approval for financing
2. Find a suitable unit for purchase
3. Present an unsigned sales contract to the JHA for approval
  - a. Upon receipt of the contract, time on the voucher can be tolled
4. Request an HQS inspection
5. Sign the sales contract when HQS has passed
6. Request an independent inspection of the house
  - a. Tolling will be considered with the request
7. Obtain approved financing
8. Close on the purchase

The family must complete numbers one(1) through seven (7) above before the end of 120 days. If the family has not contracted for a suitable housing unit for purchase, they may be issued a Housing Choice Rental Voucher, good for 60 days and continue with rental assistance. If closing has not taken place before the end of 120 days, the JHA may extend the voucher for 60 days; and if needed for completion of building, for an additional 60 days (making a total of 240 days from the date of issuance.) Any

extraordinary circumstances which may require longer time must be approved by the Vice President, Administration, of Housing Assistance.

If the homeownership voucher expires while the client is still cleaning credit issues or other criteria required by a lender, the client may continue to receive rental assistance. Six (6) months must pass from the last expiration date until the client is again offered the opportunity for homeownership. It will be necessary to attend a briefing and classes as a newly eligible client would do.

## **Homeownership Counseling**

All family members age eighteen (18) and over who will reside in the household must complete an educational series on homeownership conducted by an agency approved by JHA. These can be, but are not limited to Housing Partnership of Jacksonville, Jacksonville Urban League, and Family Counseling Service.

Topics during the counseling may include:

- Budgeting and money management
- Credit counseling
- Home maintenance (including care of the grounds)
- Negotiation of purchase price
- Obtaining homeowner financing
- How to search for a home, including considering poverty in the area
- Fair housing practices and enforcement agencies

At the time of each annual recertification, each family member eighteen (18) years and older will be required to meet with a counselor of the same agency that their pre-assistance counseling took place to review the obligations of homeownership and discuss any credit problems the family may have encountered.

## **Housing Assistance Payments**

Upon issuance of the homeownership voucher, a preliminary Housing Assistance Payment (HAP) will be determined in accordance with regulations.

The HAP payment will be sent directly to the homeowner; the check will be made in the lender's name. The homeowner will be responsible for making the entire mortgage payment. On a case-by-case basis, if the lender's servicing process prefers one check, JHA will send the HAP to the client in the client name. The client will be advised of the importance of sending the full amount to the mortgage servicer. Within thirty days of the anniversary of the date of closing, and annually thereafter, JHA will re-evaluate the

income and family composition and make changes to the HAP as necessary. Within 10 days of the occurrence, the family will be required to notify JHA of any change in family size or income. Any decrease will cause the JHA to establish a new HAP effective the following month of timely reporting. An increase will be handled in accordance with Administrative Plan policy for the rental assistance program.

## **Homeownership Expense**

The monthly JHA allowance for maintenance, major repairs and replacements is one (1) percent of the purchase price divided by twelve (12).

## **Portability**

The JHA will decline to accept a portable homeownership family. This will be effective while required participation in the JHA FSS program is an eligibility factor. JHA will also decline to port out any family who has become a homeowner. If the house is sold and the family still qualifies for Section 8 assistance, the family may be issued a rental voucher to move. The proceeds from the sale of the house will be included in the income calculation as an asset recently disposed of.

## **Buying Another Home**

A family receiving homeownership assistance may purchase another home while receiving assistance, upon sale of the first, only after a period of residency of five (5) years. The time that assistance is given is cumulative to any purchase and cannot exceed fifteen (15) years if the loan term is twenty (20) years or longer.

Under no circumstance may a family member have a present ownership interest in a second residence while receiving homeownership assistance.

## **Elderly and Disabled**

In all cases, there can be exceptions as allowed in the regulations for households of elderly and disabled persons.

Approved 11-19-01

Revisions approved 4-10-02

Revisions approved 12-16-02

Revisions approved 1-27-03 (escrow and prepayment penalty)





**Assessment of Site-Based Waiting List  
Development Demographic  
Characteristics**

Development Information:Name Number, Location	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL(Site based waiting list	Percent change between Initial and current mix of Racial, Ethnic, or Disability demographics
Oaks of Durkeeville FL29P001036	Feb. 2000	100% Non Hispanic 100% Black 37% Disabled/Elderly	100% Non Hispanic 100% Black 35% Elderly/Disabled	Non Hispanic- No Changes Blacks- No Changes Elderly/Disabled 2% decreased

**Component 3, (6) Deconcentration and Income Mixing**

- a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

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

## Operations and Management Attachment

Section 8 has a contractual obligation for 307 PBA Certificates.  
Regulation 66 FR 3605, January 16, 2001 indicates that the regulation is not applicable to current PBA Owners or Clients.

**Component 10 (B) Voluntary Conversion Initial Assessments**

- a. How many of the PHA's developments are subject to the Required Initial Assessments? 14
  
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? 4
  
- c. How many Assessments were conducted for the PHA's covered developments? 14
  
- d. Identify PHA developments that may be appropriate for Conversion based on the Required Initial Assessments: N/A

<b>Development Name</b>	<b>Number of Units</b>

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: N/A

## RESIDENT ADVISORY BOARD MEMBERS

### OFFICERS:

President	Veronica Sledge
Vice-President	Leonard Pitts
Treasurer	Sonja French
Secretary	Valerie Turner

### MEMBERS:

Aida Carrera	Eloise Williams
Sharon Harden	Leila Lewis
Dionne Smiley	Johnny Watkins
Gregory Johnson	Shirley Clarke
Willie French	Erma McClaim
Dorothea Fussell	Leawiatha Thomas
Fredericka Cato	Carrie McGruder
Maggie Dallas	Andrea Hayward
Willie Mae Simpkins	Yvonne Joseph
DeShawn Richardson	Drucilla Smith
Denise Thomas	Margarita Madrid
Evelyn Melvin	Hattie McQueen
Mae Francis Swinton	Mattie Crimes
Princeen Henderson	Maxie Nelson
Vickey Murphy	Henry Baker
Crystal Jackson	Penny Rackley
Maxie Nelson	Noahlisha Williams
Retha Jackson	Malanie Williams
Clemmon Green	
Karen Caswell	
Ruby Holmes	
Willie Ann Holmes	
Debra Thomas	
Lucinda Hightower	
Brenda Creighton	
Theodore Baily	
Gloria Williams	
Eilene Jones	
Willie Valentine	
Barbara Fleming	
Michelle Paris	
Blanche Dodd	
Altamese Moffet	

**RESIDENT MEMBERSHIP OF THE JACKSONVILLE HOUSING  
AUTHORITY GOVERNING BOARD**

**Resident Member: VALERIE TURNER**

**Method of Selection: APPOINTMENT**

**Term: 4 years**

**Date of next term expiration: November 2006**