

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

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# PHA Plans

## Annual Plan for Fiscal Year 2003

V. 05

The Housing Authority of the City of East Point,  
Georgia

## PHA Plan Agency Identification

**PHA Name:** The Housing Authority of the City of East Point

**PHA Number:** GA078

**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
- Resident Council Office

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

- Main business office of the PHA
- PHA development management offices
- Resident Council Office

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2003 - 2007**  
[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 East Point Housing Authority is committed to providing quality, affordable housing that is decent, and well maintained, to eligible families in this community. We strive to make the best use of all available resources so that our residents may live in an environment that is clean, well maintained and attractive.

**Statement of Progress in meeting the 5 –Year Plan Mission and Goals:**

**Over the past year, the Housing Authority has focused its activities on improving the quality of affordable housing in its communities. There has been a significant improvement in the maintenance and management operations, which are reflected in the growing sense of cooperation between the Housing Authority, the Resident Associations and the residents. Excellent customer service and timely response to Residents needs is evidenced by the acceleration of capital improvements such as sidewalk repairs, replacing dumpsters, installing new dumpster slabs, and replacing worn out playground equipment.**

**The agency continued to assist the existing resident non-profit in it's endeavors associated with the ROSS Grant. The Nelms House Resident Association was provided with continued opportunities for entrepreneurship and employability skills training.**

**Although the development conversion of Martel Homes from public housing to Home Ownership has been delayed, the Housing Authority staff is continuing to prepare through training and education, the processes that will need to be followed and executed to see through the successful transformation from public housing to home ownership.**

**Implementation of the FSS program for HCV has begun and the Housing Authority will continue to move forward with the resident self-sufficiency initiatives and trainings needed to move families toward self-sufficiency.**

## **B. Goals**

### **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  
Convert Public Housing sites into new housing developments.
  
- PHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve public housing management: (PHAS score) 98
  - Improve voucher management: (SEMAP score) 98
  - 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:
  - 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)

### **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)

**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:
  - 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)

**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)**

**Annual PHA Plan  
PHA Fiscal Year 2003**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

- Standard Plan**

**Streamlined Plan:**

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

- Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

The Housing Authority of the City of East Point, Georgia (HACEPG) will be focusing on activities designed to continue to increase the number and quality of affordable housing units available to low income families. Recent discoveries of serious defects in the Nelms House development, a 100 unit high-rise development, will require pledging 50-60 percent of the anticipated CFP grants for the next 5 years. An application for emergency capital funds has been filed with HUD, and the housing authority is exploring the issuance of debt to be retired with future CFP proceeds to restore the development to a livable condition as quickly as possible. Other uses for capital fund proceeds will be targeted improve the housing stock to correct deficiencies cited in the REAC inspections and strengthening the resident associations. Specific revitalization strategies for FY 2003 include (1) begin a multiyear, comprehensive remodeling of the 100 unit Nelms House Senior high-rise and, (2) explore the possibility of converting Martel Homes into a mixed-income Housing Choice Voucher property, thereby creating a community of rental units and homeownership initiatives. (3) seek ways to redevelop Hillcrest and Hurd family developments into new, mixed income affordable housing ventures. The HACEPG plans to continue to improve the delivery of services to all residents and the families on the waiting list. The primary goal of these initiatives will be to maximize strategies geared toward resident self-sufficiency combined with new approaches to the provision of affordable housing, including the conversion of public housing to tenant based HCV and public/private partnerships to expand the inventory of affordable housing in the agency's service area.

A comprehensive homeownership development venture has been implemented by focusing on the leveraging of public and private partnerships. This strategy increases the affordability quotient for residents of the Agency. A resident mobility plan is being initiated which will include the Family Self-Sufficiency program, homeownership training and encouraging residents to utilize Housing Choice Voucher opportunities.

Management initiatives will include comprehensive training seminars designed to provide staff with the additional support needed for service delivery. The Housing Authority will also strive to continue to increase the utilization and availability of supportive services through a viable FSS Plan. This type of service proliferations will

continue to improve the self-sufficiency of Housing Authority residents and HCV participants.

The HACEPG will continue to implement a comprehensive screening program in which residents will contribute to the “decision making” as partners in the selection process. Concentrated law enforcement efforts have improved the community policing initiatives available to the Agency.

The HACEPG has achieved the objectives established for FY 2002. On a monthly basis the Board of Commissioners is provided with a summary highlighting goal and objectives accomplished. It is the intent of the Agency to “move ahead” with the goals established in the Five Year Plan and to continue the momentum. All objectives and strategies established for FY 2003 are consistent with the original Five-Year (2000-2004) as they are a continuation of efforts and resources.

Continuing to target the deconcentration of poverty within the city of East Point is a priority of the new administration to include, establishing a plethora of affordable housing opportunities. To the extent that HUD provides necessary funding, it is the intent of the Housing Authority of the City of East Point, Georgia to upgrade the agency to a status of “high performer” through effective implementation of goals to find new and improved ways to deliver better service at less cost and to seek new nonfederal funding sources to fulfill our mission.

## **Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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### Attachments

GA-078-A-03 (Attachment A) FY 2003 Capital Fund Program Annual Statement Parts I, II, and III FY2001 and FY2002

GA-078-B-03 (Attachment B) 5-Year Action Plan for Capital Fund

GA-078-C-03 (Attachment C) Admissions Policy for Deconcentration

GA-078-D-03 (Attachment D) Recommendations Resident Advisory Board

GA-078-E-03 (Attachment E) Pet Policy

- Admissions Policy for Deconcentration
- FY 2001 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

#### Optional Attachments:

- PHA Management Organizational Chart
- FY 2003 Capital Fund Program 5-Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

### Supporting Documents Available for Review



<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
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Housing Choice Voucher 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 income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies,	Annual Plan: Rent

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	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	Housing Choice Voucher rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Housing Choice Voucher 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	Housing Choice Voucher informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Housing Choice Voucher 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
N/A	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
N/A	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
N/A	Approved or submitted applications for demolition	Annual Plan: Demolition

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	and/or disposition of public housing	and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Housing Choice Voucher Homeownership program <input type="checkbox"/> check here if included in the Housing Choice Voucher Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency (Verbal/Mandated by State)	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Housing Choice Voucher	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 (PHDEP) 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
X	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

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

[24 CFR Part 903.7 9 (a)]

The East Point Housing Authority has reviewed the Consolidated Plan of the Jurisdiction/East Point, Georgia 1995-2015, and all information included in the Housing Authority Five-Year Plan and FY 2003 Annual Summary is consistent with the goals and objectives of the referenced document.

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	28,814	5	3	3	3	2	2
Income >30% but <=50% of AMI	8,437	5	3	3	3	2	2
Income >50% but <80% of AMI	2,344	4	3	3	3	2	2
Elderly	12,945	4	2	4	4	1	4
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
White	6,376	3	2	3	4	3	4
Black/Non Hispanic	30,949	4	2	2	2	2	4
Hispanic	2,998	4	2	2	3	2	3

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: 1995-2005.
- 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: HUD Income Limits for East Point, Georgia effective 12/1/02

**B. Housing Needs of Families on the Public Housing and Housing Choice Voucher Tenant- Based Assistance Waiting Lists**

<b>Housing Needs of Families on the Waiting List</b>
------------------------------------------------------

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Housing Choice Voucher tenant-based assistance  
 Public Housing  
 Combined Housing Choice Voucher and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)  
 If used, identify which development/sub jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	646		34%
Extremely low income <=30% AMI	632	98	
Very low income (>30% but <=50% AMI)	14	2	
Low income (>50% but <80% AMI)	0	0	
Families with children	468	72	
Elderly families	9	1	
Families with Disabilities	80	12	
Race/ethnicity	628	97	
Race/ethnicity	15	2	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	10	2	
1BR	168	26	
2 BR	241	37	
3 BR	163	75	
4 BR	53	8	
5 BR	11	2	
5+ BR	0	0	

<b>Housing Needs of Families on the Waiting List</b>	
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	

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Housing Choice Voucher tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Housing Choice Voucher and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	646		34%
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Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	10	2	
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<b>Housing Needs of Families on the Waiting List</b>			
2 BR	241	37	
3 BR	163	75	
4 BR	53	8	
5 BR	11	2	
5+ BR	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**

#### **(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:**

- 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 Housing Choice Voucher replacement housing resources
- Maintain or increase Housing Choice Voucher 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 Housing Choice Voucher lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase Housing Choice Voucher lease-up rates by effectively screening Housing Choice Voucher applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies (If invited)
- Other (list below)

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

- Apply for additional Housing Choice Voucher 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 Housing Choice Voucher tenant-based assistance.
- Other: (list below)

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

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

- 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 Housing Choice Voucher assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

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

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose 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:**



- 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:**

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

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

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

**(2) Reasons for Selecting Strategies**

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

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

Other: (list below)

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

<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>	\$3,729,344	
a) Public Housing Operating Fund	1,098,226	
b) Public Housing Capital Fund	841,145	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Housing Choice Voucher Tenant-Based Assistance	1,789,973	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Emergency Capital Funding – application; loan to be retired by pledged future CFP grant proceeds	\$2,400,000	Application filed for ECF to correct hazardous conditions at Nelms House
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	None	
<b>3. Public Housing Dwelling Rental Income</b>	635,228	PH Operations
<b>4. Other income (list below)</b>	50,469	PH Operations
Interest on investments	2,260	PH Operations
Other (Excess Utilities, Maintenance Charges)	48,209	PH Operations
<b>4. Non-federal sources (list below)</b>		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
Bond Anticipation Notes – Private tax-exempt financing – BANs issued to provide construction financing; to be converted into permanent financing or retired with future CFP grant proceeds.	\$2,500,000	To accelerate the renovation of Nelms House to remove hazards and restore building to a livable condition.
<b>Total resources</b>	\$4,415,041	
Emergency funding if allowed and approved by HUD	4,900,000	
Total	\$9,315,041	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

##### **(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) Verify at the time of application

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)
- Credit History
- Verity of Application
- Ability to comprehend and understand the lease
- Successful completion of pre-occupancy training

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

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

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

**(2)Waiting List Organization**

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year?

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

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

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

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

**(3) Assignment**

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

- One  
 Two

Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

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

(1) Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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? Although PHA analysis was conducted in February 2003 and indicated Washington Carver Homes average monthly income is below 85% and the average monthly income of O.J. Hurd is above 115% of the average incomes of all developments. See Attachment C

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)  
Created earned income disregards and work travel allowances to encourage working families to Washington Carver Homes

- 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 were 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) Applicants with higher incomes will be offered Washington Carver Homes and those with the lower incomes will be offered O. J. Hurd.
- 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: Washington Carver Homes
- 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. Housing Choice Voucher**

### **(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) The HACEPG responds to direct questions as to past rental history, problems with other residents, staff or landlords and or damage claims.

**(2) Waiting List Organization**

a. With which of the following program waiting lists is the Housing Choice Voucher 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 Housing Choice Voucher tenant-based assistance? (select all that apply)

- PHA main administrative office  
 Other (list below)

**(3) Search Time**

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

Under Emergency Conditions: Hospitalization, Illness, or death.

If yes, state circumstances below:

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

(2) Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

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

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

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

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

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

**(5) Special Purpose Housing Choice Voucher Assistance Programs**

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

The Housing Authority of the City of East Point, Georgia does not have special purpose Housing Choice Voucher Programs.

- The Housing Choice Voucher Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose Housing Choice Voucher 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**

**(1) Income Based Rent Policies**

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 highest of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

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

b. Minimum Rent

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

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

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

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

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

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?  
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

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

- For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

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

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 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 increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)
  - Any time the family experiences an income decrease
  - Any time the family experiences a change in family composition

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

## **B. Housing Choice Voucher Tenant-Based Assistance**

### **(1) Payment Standards**

- a. What is the PHA's payment standard? (select the category that best describes your standard)
- At or above 90% but below 100% of FMR
  - 100% of FMR
  - Above 100% but at or below 110% of FMR
  - Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
  - The PHA has chosen to serve additional families by lowering the payment standard
  - Reflects market or submarket
  - Other (list below)
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
  - Reflects market or submarket
  - To increase housing options for families
  - Other (list below)
- d. How often are payment standards reevaluated for adequacy? (select one)
- Annually

Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

### **A. PHA Management Structure**

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows.

The organizational structure of the Housing Authority of the City of East Point, Georgia includes a management team that combines a high level of training and expertise with many years of experience establishing, operating, and monitoring PHA programs including grants. PHA management team includes expertise in the following:

- Accounting & Funds Management
- Contract & Project Management
- Program Design & Delivery
- Maintenance & Modernization
- Resident Service
- Affordable Housing Development and Financing

The HACEPG recent completed a management review and reorganization of the agency following which, the housing authority outsourced a number of tasks to improve customer service

## B. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	476	35%
Housing Choice Vouchers	700 <sup>1</sup>	21%
Housing Choice Certificates		
Housing Choice Mod Rehab		
Special Purpose Housing Choice Voucher Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
ROSS Resident Management & Business Development	100	10%

## C. Management and Maintenance Policies

### Management

Admissions & Continued Occupancy Policy  
 Asset Management Plan  
 Blood Borne Diseases Policy  
 Capitalization Policy  
 Check Writing Policy  
 Computer Policy Records Access Policy  
 Criminal Records Policy  
 Disposition Policy  
 Ethics Policy  
 Facilities Use Policy  
 Funds Transfer Policy  
 Housing Choice Voucher Administrative Plan  
 Investment Policy

<sup>1</sup> Includes 450 non-absorbed portables, predominately from the Atlanta HA



Lease & Grievance Policy  
Personnel Policy  
Pet Policy  
Travel Policy

Fee Accounting Contract  
Interim Executive Director Contract

Maintenance

Computer Maintenance Contract  
Elevator Maintenance (GA078-05)  
Emergency Generator (GA078-05)  
Grass Cutting Contract  
Fire Extinguisher Maintenance  
Fire Protection/Emergency Equipment Maintenance Contract (GA078-05)  
Janitorial Contract  
Pest Control Contract (including cockroaches)  
Preventive Maintenance Contracts  
Vacant Unit Turnaround Contract  
Work Order Correction Contract

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

**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. Housing Choice Voucher Tenant-Based Assistance**

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Housing Choice Voucher tenant-based assistance program and informal hearing procedures for families assisted by the Housing Choice Voucher 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): Housing Choice Voucher Administrative office

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

### **A. Capital Fund Activities**

#### **(1) Capital Fund Program Annual Statement**

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment A

-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**

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

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (ga078a01)

-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)**

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

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

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

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:  
O. J. Hurd (GA78-04), Washington Carver Homes (GA78-02) and Hillcrest Homes (GA78-01). We will pursue sale and demolition as apart of a mixed financed development of new housing.

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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.)

The HACEPG plans to conduct disposition activities in FY 2004.

### 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: Hillcrest Homes	
1b. Development (project) number: GA78-01	
2. Activity type: Demolition <input checked="" type="checkbox"/>	
Disposition <input 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>01/01/04</u>	
5. Number of units affected: 100	
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: 2004	
b. Projected end date of activity: 2005	

**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)]

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:	
1b. Development (project) number:	GA078-05
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 checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(01/10/00)
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously approved Designation Plan?
6. Number of units affected:	
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

**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.) The HACEPG has not been notified to complete the 202 assessment, but is submitting the information requested in this component as a comprehensive conversion assessment is planned FY 2005 but may be accelerated in FY 2004.

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 type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input checked="" type="checkbox"/> Other (explain below) Comprehensive assessment activities are planned for FY 2005 but the HACEPG is including the information in the FY 2003 Annual Plan as the revitalization strategy may be accelerated if budgeted line items for the upcoming fiscal year are completed at a reduced cost.
3. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input checked="" 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 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 checked="" type="checkbox"/> Other: (describe below) If a determination is made during the initial conversion assessment that it is necessary to satisfy the requirements of the Assessments of a Reasonable Revitalization pursuant to Section 202, including the vacancy rate being more that 10%, the HACEPG will comply and amend the appropriate Annual Plan.

**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**

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 The HACEPG will pursue Martel Homes as conversion to mixed-income community with 10% conventional public housing preserved and tenant-based Housing Choice Voucher (HCV) Homeownership sales under HCV Authority of 5(h)	
<input checked="" 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 checked="" type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	

(10/01/2005) projection but may be accelerated

5. Number of units affected: 150

6. Coverage of action: (select one)

Part of the development

Total development

## **B. Housing Choice Voucher Tenant Based Assistance**

1.  Yes  No: Does the PHA plan to administer a Housing Choice Voucher Homeownership program pursuant to Housing Choice Voucher(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: The PHA has not developed a homeownership-training program but will develop one through the FSS program in the upcoming year.

a. Size of Program

Yes  No: Will the PHA limit the number of families participating in the Housing Choice Voucher 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 Housing Choice Voucher Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (I)]

### **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? 06/01/00

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

- Client referrals  
 Information sharing regarding mutual clients (for rent determinations and otherwise)  
 Coordinate the provision of specific social and self-sufficiency services and programs to eligible families  
 Jointly administer programs  
 Partner to administer a HUD Welfare-to-Work voucher program  
 Joint administration of other demonstration program  
 Other (describe)

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

**(1) General**

a. Self-Sufficiency Policies

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

- Public housing rent determination policies  
 Public housing admissions policies  
 Housing Choice Voucher admissions policies  
 Preference in admission to Housing Choice Voucher 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 Housing Choice Voucher homeownership option participation  
 Other policies (list below)

Tenant Readiness Training Program

The HACEPG is proposing to establish a tenant readiness-training program, tentatively referred to as "How to Get and Maintain a Roof

over Your Head”. The program will utilize the services of the Department of Family and Children’s Services as the Fulton County TANF Agency is to provide the training. The training will consist of a formal curriculum of practical instruction in budgeting and the legal aspects of being a “good tenant” and neighbor. In addition to benefiting the federally assisted-housing programs, the training will complement and benefit the federal and state Welfare-to-Work initiatives. Upon satisfactory completion of the formal training program, a certificate of completion will be provided. The presentation of the certificate from the HACEPG will classify the family as eligible for a local preference in the waiting section for both the public housing and Housing Choice Voucher Program.

The training program is designed to help secure affordable rental housing for families who have no rental history, such as young mothers living alone for the first time; for families transitioning out of homeless shelters; and for families with a record of one or more evictions from housing. The benefit to the families is coupled with the benefit to the housing authority or private landlord who may be more willing to take a chance on a family whose rental history is tarnished, but who have demonstrated a sincere effort to change their lives and respect the opportunity to rent another’s property. There are no guarantees that all who participate in the program will be successful in obtaining assisted housing; however, without the program many families will be unable to access the benefits of needed affordable housing of a type suitable to the family size or that accommodates manifestations of their disabilities.

The training program will be the first established to complement the tenant selection aspects of the Housing Authority of the City of East Point, Georgia’s public housing program, and as such, was first included in the proposed budgets for the 2002 fiscal year. However, expensive corrections required as part of the scheduled comprehensive remodeling of Nelms House, roof and air handling equipment replacement, caused a reprogramming of funds and a delay of several programs including the Tenant Readiness Program. Once established, the training program will be expanded to include the Housing Choice Voucher Program.

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 Housing Choice Voucher participants or both)
ROSS Grant	100	All Residents of Nelms House	Nelms House RMC	Nelms House Public Housing Resident

**(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: DD/MM/YY)
Public Housing	0	02/01/03
Housing Choice Voucher	0	02/01/03

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:

The HACEPG is developing the FSS Action Plan and specific steps to include a thorough restructuring of the Housing Choice Voucher component. Staff has received training and has been assigned to develop and implement the FFS plan during the Action year. We do not have an active FFS program and therefore, no minimum size. The FFS Plan will be submitted for HUD approval and will be implemented prior to the beginning of FY 2004 (October 1, 2003).

**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**

According to the requirements of the Quality Housing and Work Responsibility Act of 1998, the Housing Authority will require that adults living in public housing comply with community service requirements.

Each adult resident who is eligible for community service shall:

- Contribute 8 hours per month of community service; or
- Participate in an economic self-sufficiency program for 8 hours per month; or
- Perform 8 hours per month of combined activities.

**Community Service Defined As:**

The performance of volunteer work or duties that are a public benefit, that service to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community service is not employment and may not include political activities.

**Community Service Organizations and Activities is Defined As:**

As a convenience to participating residents, the Housing Authority will develop, post on the Authority's bulletin boards, and provide to residents a list of qualified organizations (and activities) that have agreed to work with residents in helping them perform community service activities. Residents choosing to participate are not limited to the published list and are encouraged to identify other organizations and activities.

The following list of service organizations and activities is presented as a convenience to participating residents. Residents choosing to participate are not limited to the published list and are encouraged to identify other organizations and activities.

**Organizations**

- Housing Authority of the City of East Point, Georgia
- City of East Point, Georgia
- City of College Park, Georgia
- Fulton County
- Department of Health and Human Services

- Fulton County Health Department
- Fulton County and East Point Schools
- Local Hospitals

**Activities**

- Volunteer services to any qualified organization including established resident associations
- Self-sufficiency activities such as education, training, and self-improvement classes
- Housing Authority or City Volunteer Trash Pick-up Day
- Participation in monthly resident programs

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

2. What information or data did the PHA 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)

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

All family developments are affected.

**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)

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

All developments are affected

**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)

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

All family developments are affected

**D. Additional information as required by PHDEP/PHDEP Plan**

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan? Not applicable
- 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: \_\_\_\_)

Although PHDEP has been eliminated as a funding source, to the extent funds are made available, the HACEPG will budget for private security (GA78-05) and crime prevention activities.

#### **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

Attachment E

#### **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? All
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)]

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)

Outsourcing of maintenance activities

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 as Attachment (Attachment D)
  - Provided 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:
  - 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.)

#### **Resident Board Member – See Attachment (Attachment D)**

#### **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 Housing Choice Voucher tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

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

1. Consolidated Plan jurisdiction: (provide name here)
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)

The Consolidated Plan for the City of East Point identifies specific trends and needs for housing in the City. Page 114 identifies that the City of East Point has a higher proportion of pre-1940 homes than is common for the state as a whole. Therefore, this factor indicates the lack of new home construction that is primarily associated with dynamic growth in a suburb of a large metropolitan city.

The Housing Authority of the City of East Point, Georgia, undertakes programs that support all issues outlined in the City of East Point's Consolidated Plan. Through its public housing program, the HACEPG administers and maintains 483 units of affordable rental housing in the community. Further, through its modernization program, the HACEPG maintains these units to a high standard, which helps assure that the city has quality affordable rental dwellings available for families needing

government subsidized rental housing. Through its Housing Choice Voucher Program, the HACEPG supports families in their ability to find suitable affordable housing in the city of East Point. The HACEPG also ensures that local landlords maintain their properties to a high standard.

Through these programs, the HACEPG increases the quantity of affordable housing, increases the pool of available renters, and helps arrest the further decline of housing quality in the city. Therefore, as the primary goals for the Consolidated Plan are to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities for the low and moderate income persons, the HACEPG is consistent with the goals established. To this end, the HACEPG has diligently worked to extend and strengthen partnerships with government and private sector entities for the production and operation of affordable housing.

Other: (list below)

The Consolidated Plan for East Point supports the Five-Year Plan and Annual Summary by collaborating on the goals and partnerships established to create a commitment for providing affordable housing opportunities. The Consolidated Plan, furthermore, has specifically identified that distressed communities within the city will require improved coordination between resources to address the goals and objectives established. Strategies that affirmatively further fair-housing are utilized to ensure that all residents of the city receive a safe and comfortable living environment. These commitments are components of the HACEPG Five-Year Plan as they are grounded in the mission statement of the Agency.

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

#### **D. Other Information Required by HUD**

##### **Criterion for identifying a “substantial deviation” from or “significant amendment or modification” to the PHA Plan**

The HACEPG will consider the following to be changers in its *Agency Plan* necessary and sufficient to require a full review by the Resident Advisory Board and by the public hearing process before a corresponding change in the Agency Plan can be adopted. A significant deviation or alteration would have included the following:

1. Any alteration of the Authority’s *Mission Statement*;
2. Any change or amendment to a stated Strategic Goal;
3. Any change or amendment to a stated Strategic Objective except in a case where the change results from the objective having been met;
4. Any introduction of a new Strategic Goal;

5. Any alteration in the Capital Fund Program Annual Plan that affects an expenditure greater than ten percent (10%) of the CFP Annual Budget for the year.

In setting the above criteria, the East Point Housing Authority intends by “Strategic Goal” specifically those items under those headings in its 5-Year Plan.

The Housing Authority of the City of East Point, Georgia (HACEPG) in the submission of the FY 2003 Annual Plan has significantly changed the allocation of property improvement funding to concentrate on known defects at Nelms House. Although the funding for budget line 1460 has not changed more than 10 percent, the proposed changes were discussed with the Agency Plan Advisory Board, the residents and the public at a public hearing and copies of the draft plan were disseminated to the residents and the public via PHA offices, the public library and city hall.

Because the Annual Plan already requires annual review by the Resident Advisory Board and by public hearing, the Authority believes this annual process sufficient to meet the spirit of the *Quality Housing and Work Responsibility Act of 1998*. It expects that changes to the Annual Plan will be primarily administrative in nature. It believes, however, as shown item #5 above, that significant changes in its planned modernization expenditures should be subject to a resident/public process.

The East Point Housing Authority has also reviewed the requirements set out in HUD Notice PIH 99-51. It here incorporates the several additional criteria established by HUD for “substantial deviation” or significant amendment or modification to its Agency Plan. The HACEPG will also consider the following events to require a public process before amending such changes to its Agency Plan.

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

The Housing Authority of the City of East Point, Georgia acknowledges that an exception will be made by HUD to compliance with the above criteria for any of the above changes that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by HUD.

## Attachments

GA-078-A-03 (Attachment A)	Capital Fund Program Annual Statement Parts I, II, and III for FY2003; 5-Year Action Plan
GA-078-B-03 (Attachment B)	Resident Board Member
GA-078-C-03 (Attachment C)	Admissions Policy for Deconcentration
GA-078-D-03 (Attachment D)	Resident Advisory Board Membership and Recommendations from Resident Advisory Board
GA-078-E-03 (Attachment E)	Pet Policy
GA-078-F-03 (Attachment F)	P&E Report for FY2002 ending March 31, 2003
GA-078-G-03 (Attachment G)	P&E Report for FY2001 ending March 31, 2003

**PHA Plan  
Table Library  
GA-078-A-03  
ATTACHMENT A**

**CAPITAL FUND PROGRAM**

<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>					
PHA Name: THE HOUSING AUTHORITY OF THE CITY OF EAST POINT, GEORGIA		Grant Type and Number Capital Fund GA06P07850103 Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2003</b>
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement: <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	June 30, 2003 Obligated	June 30, 2003 Expended
1	Total non-CFP Funds				
2	1406 Operations	66,765		0	0
3	1408 Management Improvements Soft Costs	20,000		0	0
	Management Improvements Hard Costs				
4	1410 Administration	115,000		0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	37,320		0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	12,680		0	0
10	1460 Dwelling Structures	415,884		0	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF EAST POINT, GEORGIA	Grant Type and Number Capital Fund GA06P07850103 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2003</b>
--------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------	-------------------------------------

Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement:  
 Performance and Evaluation Report for Period Ending:  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
				June 30, 2003	June 30, 2003
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines...)		667,649		
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance		0		
	Amount of line XX Related to Security –Soft Costs		0		
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures		413,886		
	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: THE HOUSING AUTHORITY OF THE CITY OF EAST POINT, GEORGIA		Grant Type and Number Capital Fund GA06P07850103 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 2003			
Activities	General Description of Major Work		Account	Quantity	Total Estimated Cost		Total Actual Cost June 30, 2003		Status
					Current Original	Revised Revision	Obligate	Expended	
HA-Wide	Operating Budget Supplement		1406	1	66,764		0	0	
	<b>TOTAL</b>		<b>1406</b>		<b>66,764</b>		<b>0</b>	<b>0</b>	
HA-Wide	Tenant Readiness Program		1408	1	20,000		0	0	
	<b>TOTAL</b>		<b>1408</b>		<b>20,000</b>		<b>0</b>	<b>0</b>	
GA078-05	Private Security Services		1408	1	115,000		0	0	
	<b>TOTAL</b>		<b>1408</b>		<b>115,000</b>		<b>0</b>	<b>0</b>	
HA-Wide	A&E Services		1430	1	37,320		0	0	
	<b>TOTAL</b>		<b>1430</b>		<b>37,320</b>		<b>0</b>	<b>0</b>	
GA078-02	Correct Erosion Problems, Install Handrails, replace Sidewalks, Prune/Remove Trees		1450	4	12,680		0	0	
	<b>TOTAL</b>		<b>1450</b>		<b>12,680</b>		<b>0</b>	<b>0</b>	
GA078-05	Extensive Remodeling and Remediation To address Mold, Asbestos, LBP Problems		1460	100	415,884		0	0	
	<b>TOTAL</b>		<b>1460</b>		<b>415,884</b>		<b>0</b>	<b>0</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: THE HOUSING AUTHORITY OF THE CITY OF EAST POINT, GEORGIA			Grant Type and Number Capital Fund GA06P07850103 Capital Fund Program No: Replacement Housing Factor No:			Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide Operations	9/2003			9/2003			
HA-WIDE Tenant Readiness Program	12/2003			9/2004			
GA-078-05 Private Security Services	9/2003			9/2004			
HA-Wide A&E Services	9/2003			9/2003			
HA_Wide Correct Erosion Problems, Install Handrails, Replace Sidewalks, Prune/ Remove Trees	9/2003			9/2004			
GA078-05 Extensive Remodeling & Remediation To Address Mold, Asbestos LBP Problems	9/2003			6/2004			



# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2006
	Annual Statement				
HA-Wide		136,765	141,434	149,114	149,114
Hillcrest GA078-02		0	0	0	0
Wash. Carver GA078-02		0	15,000	0	0
Martel GA078-03		0	0	0	0
Hurd GA078-04		0	0	0	0
Nelms GA078-05		530,884	684,771	692,031	692,031
Total CFP Funds (Est.)		\$667,649	\$841,145	\$841,114	\$841,114
Total Replacement Housing Factor Funds		0	0	0	

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

Activities for Year: 2 FFY Grant: 2003 PHA FY: 2003			Activities for Year: 3 FFY Grant: 2004 PHA FY: 2004		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA-Wide	Operating Supplement	66,765	PHA-Wide	Operating Supplement	84,114
	Tenant Readiness Serve.	20,000		Tenant Readiness Serve.	20,000
	Fees & Costs	37,320		Fees & Costs	37,320
	Correct Erosion Problems, Install Handrails, Replace Sidewalks, Prune/Remove Trees	12,680			
Hillcrest GA078-01		0	Hillcrest GA078-01		0
Wash. Carver GA078-02		0	Wash. Carver GA078-02	Sidewalk Repairs	15,000
Martel GA078-03		0	Martel GA078-03		0
Hurd GA078-04		0	Hurd GA078-04		0
Nelms HA078-05	Extensive Remodeling and Remediation to Address Mold, Asbestos, LBP Problems	415,884	Nelms HA078-05	Exterior Renovations	559,711
				Private Security Services	75,000
	Private Security Services	115,000		Resident Greeter Servs.	50,000
	<b>Total CFP Estimated Cost</b>	<b>\$667,649</b>			<b>\$841,145</b>

## Capital Fund Program Five-Year Action Plan

### Part I: Summary

Activities for Year: 4			Activities for Year: 5		
FFY Grant: 2005 PHA FY: 2005			FFY Grant: 2006 PHA FY: 2006		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA-Wide	Operating Supplement	34,114	PHA-Wide	Operating Supplement	50,000
	Tenant Readiness Serve.	15,000		Tenant Readiness Serve.	15,000
	Fees & Costs	50,000		Imp/Rep Playground Equipment	84,114
	Rep. Refuse Container	50,000			
Hillcrest GA078-01		0	Hillcrest GA078-01		0
Wash. Carver GA078-02		0	Wash. Carver GA078-02		0
Martel GA078-03		0	Martel GA078-03		0
Hurd GA078-04		0	Hurd GA078-04		0
Nelms HA078-05	Renovate 9 <sup>th</sup> & 8 <sup>th</sup> Floors	627,031	Nelms HA078-05	Renovate 7 <sup>th</sup> & 6 <sup>th</sup> Floors	627,031
	Resident Greeter Servs.	15,000		Resident Greeter Servs.	15,000
	Private Security Services	50,000		Private Security Servs.	50,000
	<b>Total CFP Estimated Cost</b>	<b>\$841,145</b>			<b>\$841,145</b>

**GA -078-B-03  
ATTACHMENT B**

**RESIDENT ADVISORY BOARD MEMBER**

**Ms. Carrie E. Wisdom**

**1083 Calhoun Avenue, Martel Homes (GA078-03)**

**(404) 768-3049**

**GA-078-C-03**  
**ATTACHMENT C**

**ADMISSIONS POLICY FOR DECONCENTRATION**

**Overview**

Section 513 of the Quality Housing and Work Responsibility Act (QHWRA), enacted October 21, 1999 requires Public Housing Agencies to submit with their Annual Plan an admissions policy designed to provide for deconcentration of poverty and income mixing in public housing developments. The policy must be designed to bring lower income residents into high- income development and higher income residents into lower income developments.

The Final Rule of Public Housing Agency Plans published in 24 CFR Part 903 requires that Public Housing Agencies determine and compare the relative tenant incomes of each development occupied predominantly by families by families with children by determining the average household income in all such developments combined and define higher income developments as those where the average family income is over this average and lower income developments as those where the average family income is under this average. Public Housing Agencies are then required to consider what admissions policies or incentives, if any, will be needed to bring higher-income families into lower-income developments and vice versa.

The Housing Authority of the City of East Point, Georgia has completed such an analysis and reports that the analysis shows that there are two (2) properties that exceed or fall below the average income for predominantly family properties. Washington Carver Homes (GA78-002) has 99 units and the average monthly income is \$466.27, which falls below 85% of the average incomes for all developments. Also, O. J. Hurd (GA 78-004) has 34 units and the average monthly income is \$673.40, which falls above 115% of the average incomes for all developments.

An analysis of the waiting list shows that 96.67% of the families on the waiting list have an adjusted family income of less than 30% of the median. Therefore, wait list manipulation policies may not have the desired significant impact on achieving improvement in the income mixing at HACEPG properties.

As a strategy for achieving Deconcentration of poverty, the HACEPG will review each applicant's adjusted income. The HACEPG will consistently review the waiting list and ensure that income targeting does occur in assignment of units. When applicable based on unit availability, the applicants with higher incomes will be placed at Washington Carver Homes and those with lower incomes will be offered O. J. Hurd. If the family refuses the unit they will be placed at the bottom of the waiting list.

In addition to the earned income disregards and the transportation to work allowance, the most effective policy that the HACEPG can and will pursue in order to improve the income mix at HACEPG properties will be to redouble its efforts to help as many current residents as possible to work towards self sufficiency in pursuing training opportunities and overcoming barriers to successful employment.

**GA-078-D-03  
ATTACHMENT D**

**Meetings with the PHA Agency Plan Advisory Board for  
The Housing Authority of the City of East Point, Georgia**

**Advisory Board Membership:**

**HILLCREST HOMES (GA078-01)**

**Vickie Allen, 2141 Stanton Road C7, (678) 760-0971 - Chairperson  
Angela Okpan, 2131 Stanton Circle B1, (404) 768-8749  
Priscilla Griffin, 2163 Stanton Circle B4, (404) 207-1251  
Carsandra Roberson, 2133 Stanton Circle B1, (404) 767-3334**

**WASHINGTON CARVER HOMES (GA078-02)**

**Syrita Edge, 1208 Washington Ave. C4, (404) 684-6468  
Eva Walker, 1219 Washington Circle D1, (404) 767-8061  
Frances Howard, 1156 Washington Circle B1, (404) 761-7506**

**MARTEL HOMES (GA078-03)**

**Marlene Hunter, 1079 Calhoun Avenue, (404) 762-6524  
Sue Ella Houseworth, 3052 John Freeman Way, (404) 767-2122**

**HURD HOMES (GA078-04)**

**Becky Dunmon, 3006 Randall Street, (404) 761-0349  
Diana Chaney, 3018 Randall Street, (404) 762-5376**

**NELMS HOUSE (GA078-05)**

**Anna Thomas, 1600 Connally Drive #512, (404) 767-6199  
Mildred Berry, 1600 Connally Drive #911, (404) 767-1421**

## **Recommendations of the Resident Advisory Board**

Meetings were held on February 19, and March 4, 2003 with the Board of Commissioners appointed, Agency Plan Advisory Board. At the February 19<sup>th</sup> meeting, staff presented the status of the 2001 CFP grant, noting the items and services purchased under the grant. The 2002 CFP grant was reviewed and the proposed work items were explained in detail. The board then turned its attention to the 2003 Five-year Capital Plan. Staff reviewed the draft plan, noting the work elements that remained from last years' approved plan, and noting any modifications, deletions or additions. Plans to pursue resident employment opportunities as greeters to supplement a reduced private security guard presence at the Nelms House development. The tenant readiness-training program remains as a priority program element and its importance to stabilize resident and participant tenancy and minimize evictions. The board members asked about the proposed plans to postpone the conversion of the Martel Homes development to HCV or 5(h) homeownership. Questions were raised about the possibility of eliminating O.J. Hurd Homes and Hillcrest Homes developments. Staff explained that the housing authority remains committed to the Martel Homes conversion into a mixed income homeownership and rental community and to the demolition of Hillcrest and/or Hurd homes and the replacement with, privately built, affordable housing. Staff stated that the amount of repairs needed to Nelms House is more extensive than originally proposed in the 2002 Agency Plan. In particular, it was discovered that the entire roof system has to be replaced and additional costs will be incurred due to the presence of asbestos. In addition, we are being encouraged to install a air handling system to serve the public portions of all eight resident apartment floors. In order to focus on correcting the defects on Nelms House, other projects have had to be delayed approximately one grant funding year. No projects previously discussed and supported by the Agency Board will be eliminated, only delayed. The board asked that the housing authority consider the repair or replacement of the existing playground equipment. Staff responded that a survey will be conducted and a determination made to repair or replace the existing playground equipment. If repairs are pursued, operating fund moneys will be used to repair the equipment. Copies of the draft Agency Plan were distributed and the board members were asked to study the draft, discuss it with their association members and come to the next meeting to share comments and provide guidance on the draft. The board was reminded that the public hearing on the 2003 Agency Plan will be held at 7:00 PM, Monday April 14, at the Charles A. Green recreation center, within walking distance to three of the developments.

At the March 4, 2003 meeting, the board members asked for clarification of a number of items in the plan, in particular, the plans for demolishing Hillcrest and the conversion of the O.J. Hurd property into a privately developed, mixed income community. The resident representatives wanted assurance that the housing authority would maintain the units until they were vacated and secondly, that the housing authority would provide a timely issuance of a Housing Choice Voucher if requested by a relocating resident. Staff assured the residents that the housing authority would maintain all the developments for as long as they are occupied. Staff further stated that it is the intention of the housing authority to upgrade the kitchen appliances and paint the interiors of occupied units as funds become available. The resident representatives from Nelms House asked as to when the residents would be relocated from the 9<sup>th</sup> and 8<sup>th</sup> floor to permit the renovations to begin. Staff said that a number of apartments are already vacant and as existing residents request to be relocated from the 8<sup>th</sup> and 9<sup>th</sup> floor to a vacant unit on a lower floor, staff is honoring the request. Staff reported that as the architectural and engineering work is progressing on the plans and specifications for the Nelms House renovation, additional problems are being discovered. Most recently, staff was informed by the consulting specialists that the roof drainage problems have created deterioration to the exterior walls of the building. Further tests will have to be conducted to determine the extent of the problem. Staff said that as additional repairs become necessary to restore Nelms House to a sound

condition, other renovation projects at other sites are being further delayed. Staff said that it will take years of grant funding to make all the needed repairs to Nelms House.

### **Housing Authority's Response**

In following up on the resident's concerns regarding the improvement of the playground equipment, staff inspected the existing playground equipment and issued repair orders to correct any problems readily repairable. Because the playground equipment has been neglected for years, and components removed as they became inoperable, much of the equipment will have to be replaced. To accomplish this, the Five-Year Plan was modified to include the replacement and improvement of the playground equipment.

In discussing the introduction of the Hurby-Curbys with the Mayor, it was determined that the City would attempt to convert Martel Homes to the personal, refuse collection system, Hurby-Curby. Other sites, not as conducive to personal refuse storage and collection containers, will have the deteriorated community dumpsters replaced. Although the demands to correct health and safety issues at Nelms House will capture most of the Five-Year Plan budget, it is anticipated that savings in private security, and a favorable response from HUD to permit the housing authority to borrow funds against future capital grants, will free up some money throughout the Five-Year plan budget. If so, fungibility will be used to move forward, the playground improvements and the addition of improved refuse collection equipment.



**GA-078-E-03  
ATTACHMENT E**

**18.0 Pet Policy1SECTION XXIII. PET POLICYSECTION XXIII. PET POLICYSECTION XXIII. PET POLICYSECTION XXIII. PET POLICYSECTION XXIII. PET POLICYSECTION XXIII. PET POLICY**

**18.1 EXCLUSIONS**

This policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities with no restrictions other than those imposed on all tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors.

**18.2 PETS IN FAMILY DEVELOPMENTS AND SENIOR BUILDINGS**

The Housing Authority will allow for pet ownership in projects or buildings designated for use by elderly and/or disabled families and in any project or building for which elderly and/or disabled families are given preference. The Housing Authority will also allow for pet ownership in projects or building designated for the non-elderly and/or non-disabled families.

**18.3 Approval**

Residents must have the prior written approval of the Housing Authority before moving a pet into their unit. Residents must request approval on the Authorization for Pet Ownership Form that must be fully completed before the Housing Authority will approve the request. Resident must complete the Pet Registration Form upon initial request to add the pet and at least once annually at time of lease renewal.

**18.4 Types and Number of Pets**

The Housing Authority will allow only domesticated dogs, cats, birds, and fish in aquariums in units. All dogs and cats must be neutered and cats de-clawed.

Only one (1) pet per unit allowed. One twenty (20) gallon aquarium with multiple fish shall be allowed.

Rodents, rabbits and reptiles of any sort are strictly prohibited.

Any animals deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed.

No animal may exceed twenty (20) pounds in adult weight. The Housing Authority will refuse authorization to a resident to have a pet if the weight of the animal is anticipated to exceed twenty (20) pounds when fully grown. The resident will obtain adult weight by breed from a licensed veterinarian.

**18.5 Inoculations**

In order to be registered, pets must be appropriately inoculated against rabies and other conditions prescribed by local ordinances. The

resident prior to being registered must supply verification of inoculations.

## 18.6 Pet Deposit

A pet deposit of \$100.00 is required in full at the time of registering a pet. Exceptions shall be made for elderly and/or disabled families, which allows the deposit to be paid in four (4) monthly installments of \$25.00. The deposit is refundable when the pet or the family vacate the unit, less any amounts owed due to damage beyond normal wear and tear.

## 18.7 Financial Obligation of Residents

Any resident who owns or keeps a pet in their dwelling unit will be required to pay for any damages caused by the pet. Also, any pet-related insect infestation in the pet owner's unit will be the financial responsibility of the pet owner and the Housing Authority reserves the right to exterminate and charge the resident.

## 18.8 Nuisance or Threat to Health or Safety

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas.

Repeated substantiated complaints by neighbors or Housing Authority personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance will result in the owner having to remove the pet or move him/herself.

## 18.9 Designation of Pet areas

Pets must be kept in the owner's apartment or on a leash at all times when outside (no outdoor cages may be constructed). No pets are to be left unattended outside of the unit for any period of time. Pets will be allowed only in designated areas on the grounds of the development. Pet owners must clean up after their pets and are responsible for disposing of pet waste. A \$15.00 charge will be assessed, per occurrence; to any resident that fails to remove pet waste.

Development 78-005 (Nelms House) located at 1600 Connally Drive, East Point, Georgia 30344: Pets must be on a leash and carried at all times while traversing the common areas inside of the high-rise, including the elevators.

## 18.10 Visiting Pets

Pets that meet the size and type criteria outlined above may visit the projects/buildings where pets are allowed for up to two weeks with prior written permission from the Housing Authority. Tenants who have visiting pets must abide by the conditions of this policy regarding health, sanitation, nuisances, and peaceful enjoyment of others. If visiting pets violate this policy or cause the tenant to violate the lease, the tenant will be required to remove the visiting pet.

## 18.11 REMOVAL OF PETS

The Housing Authority, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

#### **Section 4: Certifications**

All certification have been forwarded to HUD. As per regulation Certifications forwarded include:

HUD Form 50070

HUD Form 50071

HUD Form LLL

PHA Certification of Compliance with the PHA Plans and regulated regulations

State Certification

**GA-078-F-03  
ATTACHMENT F**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Housing Authority of the City of East Point, Georgia		Grant Type and Number Capital Fund Program Grant No: GA06PO78501-02 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: 3/31/2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Summary by Development Account		Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	84,114		84,114	84,114
3	1408 Management Improvements	116,016		9,830	9,830
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	84,114		28,508	7,250
8	1440 Site Acquisition				
9	1450 Site Improvement	118,349		0	0
10	1460 Dwelling Structures	270,000		22,405	22,405
11	1465.1 Dwelling Equipment—Nonexpendable	168,552		0	0
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	841,145		144,857	123,599
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	86,016			
25	Amount of Line 21 Related to Security – Hard Costs				

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

#### Part II: Supporting Pages

PHA Name: Housing Authority of the City of East Point, Georgia		Grant Type and Number Capital Fund Program Grant No: GA076PO7850102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		84,114		84,114	84,114	Completed
HA-Wide	Security Fences & Lighting	1408	1	86,016		0	0	Revised
HA-Wide	Tenant Readiness Program	1408	1	30,000		0	0	Revised
GA078-05	Private Security Services	1408	1	0		9,830	9,830	Revised
	<b>Management 1408 Subtotal</b>			<b>116,016</b>		<b>9,830</b>	<b>9,830</b>	
	<b>Administration 1410 Subtotal</b>			<b>0</b>		<b>0</b>	<b>0</b>	
HA-Wide	Lead Based Paint Survey	1430	5	72,057		0	0	Revised
HA-Wide	504/ADA Survey	1430	5	12,057		0	0	Revised
HA Wide	Fees and Costs	1430	1	0		28,508	7,250	Revised
	<b>A&amp;E Subtotal</b>			<b>84,114</b>		<b>28,508</b>	<b>7,250</b>	
HA Wide	Correct Erosion Problems	1450	5	38,349		0	0	Survey
HA Wide	Cyclical Interior Painting	1450	150	80,000		0	0	Contracted
	<b>Site Improvement Subtotal</b>			<b>118,349</b>		<b>0</b>	<b>0</b>	
GA078-05	Replace Roof	1460	1	0		0	0	Plans
GA078-05	Replace Air Handling System	1460	1	0		0	0	Plans
GA078-05	Progress Payments Elevators	1460	1	0		0	0	Contracted
GA078-05	Renovate Resident Portion of 1 <sup>st</sup> floor & Lobby Area	1460	1	0		0	0	Plans
GA078-05	Replace Emergency Generator	1460	7	0		0	0	Study
GA078-05	Construct Passive Recreation Area	1460	1	0		0	0	Plans
GA078-03	Rehab to convert 6 DUs to 5h ownership	1460	6	270,000		0	0	Postponed
	<b>Dwelling Structure 1460 Subtotal</b>			<b>270,000</b>		<b>22,405</b>	<b>22,405</b>	
HA-Wide	Replace Appliances	1465	180	168,552		0	0	Deleted
	<b>Dwelling Equipment 1465 Subtotal</b>			<b>168,552</b>		<b>0</b>	<b>0</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: Housing Authority of the City of East Point, Georgia		<b>Grant Type and Number</b> Capital Fund Program No: GA06PO7850102 Replacement Housing Factor No:					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
HA-Wide Operations	12/2002		03/2002	12/2002		03/2003		
HA-Wide Reserves	09/2003	03/2003					All 1406 funds reprogrammed to operations. If there is a surplus at yearend, it will be transferred to reserves.	
HA-Wide Security Fences & Lighting	09/2003	06/2003		09/2004	06/2003		Postponed. Improvements will be included in future Agency Plan years.	
HA-Wide Tenant Readiness Program	09/2003	06/2003		09/2003	06/2003		Postponed	
GA078-05 Private Security Services		06/2003	06/2003		09/2003		Budget revised to fund remainder of private security contract following the close of the 2001 PHDEP grant.	
HA-Wide Lead Based Paint Survey	09/2003	06/2003		09/2003	06/2003		It was discovered that only the Nelms House development was not previously surveyed for lead-based paint. The lead study will be included in the A&E work already underway.	
HA-Wide 504/ADA Survey	09/2003	06/2003		09/2003	06/2003		Completed study postponed. 504/ADA concerns will be addressed as part of the Nelms House renovations study.	
HA-Wide A&E Services		06/2003			09/2003		Additional work needs to address Nelms House problems.	
HA-Wide Erosion Problems	09/2003	06/2003		09/2004	06/2003		Postponed. Scope expanded to include handrails, sidewalks, dumpster pads, prune/trim trees.	
HA-Wide Cyclical Int. Painting	03/2003	06/2003	03/2003	09/2004	06/2003	06/2003	Only \$3,985 was charged to this account line item, the remainder was changed to 1460	
GA078-05 Replace Roof		06/2003			06/2004		Extent of roof damage discovered in the course of A&E study of Nelms House.	
GA078-05 Replace HVAC System								
GA078-05 Progress Payments Elevators		03/2003	03/2003		03/2003	03/2003		
GA078-05 Reno. Resident Portion of 1 <sup>st</sup> floor & Lobby	03/2003	06/2003		09/2003	06/2003		Work to be incorporated into extensive renovation of Nelms House.	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part III: Implementation Schedule**

PHA Name: Housing Authority of the City of East Point, Georgia		<b>Grant Type and Number</b> Capital Fund Program No: GA06PO7850102 Replacement Housing Factor No:					Federal FY of Grant: 2002
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
GA078-05 Emergency Generator	06/2003	06/2003		09/2003			Engineers determined generator is not in need of replacement.
GA078-05 Const. Passive Rec. Area		06/2002					Work incorporated into complete renovation plans
GA078-03 Convert 6 DUs to 5h HA-Wide Ranges/Refrigerators		06/2002					Project delayed to permit Nelms work
		03/2003					Completed

**GA-078-G-03  
ATTACHMENT G**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Housing Authority of the City of East Point, Georgia		Grant Type and Number Capital Fund Program Grant No: GA06PO78501-01 Replacement Housing Factor Grant No:			Federal FY of Grant: 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: 3/31/2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Summary by Development Account		Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	90,130		90,130	90,130
3	1408 Management Improvements	180,259		171,811.11	135,224.32
4	1410 Administration	90,130			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000		34,666	34,666
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	450,777		486,077.18	475,930.30
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	40,000		0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	901,296		782,684.29	735,950.62
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	50,000			
25	Amount of Line 21 Related to Security – Hard Costs				



# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: Housing Authority of the City of East Point, Georgia		Grant Type and Number Capital Fund Program Grant No: GA076PO7850101 Replacement Housing Factor Grant No:				Federal FY of Grant: 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
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		90,130		90,130	90,130	Completed
	<b>Operations 1406 Subtotal</b>			<b>90,130</b>		<b>90,130</b>	<b>90,130</b>	
HA-Wide	Security above baseline	1408	1	145,259		72,225.28	72,228.28	Revised
HA-Wide	Girls Inc.	1408	1	15,000		11,378.88	11,378.88	Revised
HA-Wide	P.A.L.	1408	1	15,000		0	0	Revised
GA078-05	Office Equipment	1408		5,000		42,706.95	42,703.95	Revised
GA078-05	Private Security Services	1408		0		45,500	8,913.21	Revised
	<b>Management 1408 Subtotal</b>			<b>180,259</b>		<b>171,811.11</b>	<b>135,224.32</b>	
HA-Wide	Wages Executive Director 58%	1410	1	42,786		0	0	
HA-Wide	Wages Finance Director 52%	1410	1	26,408		0	0	
HA-Wide	Wages Accountant 48%	1410	1	16,306		0	0	
HA-Wide	Wages Admin Asst 14%	1410	1	4,630		0	0	
	<b>Administration 1410 Subtotal</b>					<b>0</b>	<b>0</b>	
HA-Wide	A & E Costs	1430	1	50,000		34,666	34,666	Revised
	<b>Fees &amp; Costs 1430 Subtotal</b>			<b>50,000</b>		<b>34,666</b>	<b>34,666</b>	
HA Wide	Replace Dumpsters w/Hurby Curbys	1450	150	0		0	0	Survey
	<b>Site Improvement 1450 Subtotal</b>			<b>0</b>		<b>0</b>	<b>0</b>	
GA078-01	Downspouts/Gutters/Fascia	1460	100	50,000		0	0	Plans
GA078-03	Remodel Kitchens	1460	1	288,277		293,700	293,700	Plans
GA078-04	Soffits/Fascia	1460	35	17,500		0	0	Contracted
GA078-05	Progress Payment - Elevators	1460	1	0		30,522.30	30,522.30	Plans
GA078-05	Outside of Building	1460	1	95,000		5,125	5,125	Study
GA078-05	Replace Entry Doors	1460	4	0		0	0	Plans
GA078-05	Replace Roof top Exhaust Fans	1460	3	0		3,044	3,044	Postponed
GA078-05	Replace Refrigerators and Ranges	1460	183	0		153,685.88	143,539	Revised
	<b>Dwelling Structure 1460 Subtotal</b>			<b>450,777</b>		<b>486,077.18</b>	<b>475,930.30</b>	
HA-Wide	Upgrade Trucks	1475	2	40,000		0	0	Revised

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: Housing Authority of the City of East Point, Georgia		<b>Grant Type and Number</b> Capital Fund Program Grant No: GA076PO7850101 Replacement Housing Factor Grant No:			Federal FY of Grant: 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
				Original	Revised	Funds Obligated	Funds Expended	
	<b>Dwelling Equipment 1475 Subtotal</b>			<b>40,000</b>		<b>0</b>	<b>0</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: Housing Authority of the City of East Point, Georgia		Grant Type and Number Capital Fund Program No: GA06PO7850101 Replacement Housing Factor No:					Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
HA-Wide Reserves	12/2001		03/2002	12/2001		03/2002		
HA-Wide Computers	03/2002	03/2002					Revised 1406 Budget	
HA-Wide Security above Baseline	09/2002	03/2003	09/2002	09/2003	03/2003	03/2003	Budget Line Expended	
HA-Wide Girls Inc	09/2002.		09/2002	09/2003	03/2003	03/2003	Budget Line Expended	
HA-Wide Office Equipment	09/2002	03/2002	03/2002		03/2003	03/2003	Program Eliminated by PHA – no PHA Participants	
HA-Wide Wages	09/2002						Moved Computers from 1406 to 1408	
HA-Wide A&E Services		03/2003			03/2003		Eliminated CFP and used PH-Operating Funds	
HA-Wide Security Fencing		03/2003			03/2003		Additional Work needed for Nelms House	
HA-Wide Refuse Containers		03/2003	06/2003		03/2003	06/2003	Postponed – Funds reallocated	
GA078-05 Replace Ranges & Refrigerators		03/2002	03/2003		09/2003	03/2003	Dumpsters Replaced 6/03, Hurby Curby's nixed by City	
GA078-0 Gutters/Downs and Fascias	09/2002	03/2002	03/2003	09/2003	03/2003	03/2003	Project Completed using PH Work Orders	
GA078-03 Remodel Kitchens	09/2002	03/2003	03/2003	09/2003	03/2003	03/2003	Completed	
GA078-05 Private Security Services		09/2003	09/2003	09/2003	09/2003	09/2003	Budget increased to address loss of PHDEP\$\$	
GA078-05 Interior & Exterior Repairs	09/2003	09/2003	09/2003	09/2003	09/2003	09/2003	Funds reprogrammed to address existing problems	
GA078-05 Progress Payments - Elevators	09/2003	09/2003	09/2003	09/2003	09/2003	09/2003	Encumbered under CFP2000 and invoiced post-closing	

## Table Library