

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

PHA Plans

5 Year Plan for Fiscal Years 2003 - 2007
Annual Plan for Fiscal Year 2003

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

**PHA Plan
Agency Identification**

PHAName: Housing Authority of the City of Pocatello

PHANumber: ID005001

PHAFiscalYearBeginning: July 2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHAF ISCAL YEARS 2003 -2007
[24CFRPart903.5]

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.

X The PHA's mission is: The mission of the Housing Authority of the City of Pocatello is to provide leadership in all affordable housing issues through partnerships with customers, the community, other agencies and private investors by:

- Treating all clients with dignity and respect;
- The development and administration of safe, decent, affordable housing and related -programs;
- Serving the needs of the people in our community through promoting self - sufficiency, individual responsibility and economic independence;
- Serving as a model of organizational efficiency and service integrity;
- Providing a fair and equitable quality of work life for employees;
- Developing and managing resources in an efficient and cost -effective manner.

B.Goals

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

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(listbelow)

PHAGoal:Improvethqualityofassistedhousing

Objectives:

- ____ Improvepublichousingmanagement:(PHASscore)
- ____ Improvevouchermanagement:(SEMAPscore)
- ____ Increasecustomer satisfaction:
- ____ Concentrateoneffortstoimprovespecificmanagementfunctions:
(list;e.g.,publichousingfinance;voucherunitinspections)
- ____ Renovateormodernizepublichousingunits:
- ____ Demolishordisposeofobsoletepublic housing:
- ____ Providereplacementpublichousing:
- ____ Providereplacementvouchers:

- ____ Other:(listbelow)

____ PHAGoal:Increaseassistedhousingchoices

Objectives:

- ____ Providevoucher mobilitycounseling:
- ____ Conductoutreacheffortstopotentialvoucherlandlords
- ____ Increasevoucherpaymentstandards
- ____ Implementvoucherhomeownershipprogram:
- ____ Implementpublichousingorotherhomeownershipprograms:
- ____ Implementpublichousing site -basedwaitinglists:
- ____ Convertpublichousingtovouchers:
- ____ Other:(listbelow)

HUDStrategicGoal:Improvecommunityqualityoflifeandeconomicvitality

____ PHAGoal:Provideanimprovedlivingenvironment

Objectives:

- ____ Implementmeasures todeconcentratepovertybybringinghigherincome
publichousinghouseholdsin tolowerincomedevelopments:
- ____ Implementmeasures topromoteincomemixinginpublichousingby
assuringaccessforlowerincomefamiliesinto higherincome
developments:
- ____ Implementpublichousingsecurityimprovements:
- ____ Designateddevelopmentsorbuildingsforparticularresidentgroups
(elderly, personswithdisabilities)
- ____ Other:(listbelow)

HUDStrategicGoal:Promoteself -sufficiencyandassetdevelopmentoffamilies

and individuals

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

hou

Objectives:

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

Provide or attract support services to improve assistance recipients employability: =

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

Other: (list below)

Continue to coordinate ongoing relationships with social service agencies to support disabled and elderly tenant population to maintain independence.

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)

Comply with Equal Opportunity Housing Law and promote fair housing in the community in accordance with Federal regulations on an ongoing basis.

Target: 100% compliance with EOHL and Federal Regulations.

Other PHA Goals and Objectives: (list below)

PHA Goal: Continue to provide affordable housing through services support

and programming to clients, participants, residents and tenants.

Objectives:

Update building exterior for aesthetics and safety for public housing units by FY2003.

Target: Upgrade elevators, replace heating systems and lighting units at Christensen Court.

Maintain and update public housing site based and section 8 waiting lists as required.

Target: Waiting list updated weekly.

Investigate the feasibility of conducting a clients satisfaction survey during fiscal year 2003.

Target: Define purpose and cost estimates.

PHAGoal: Define ways to ensure that PHA is customer -friendly through accessibility and availability of agency services to our customers and the public.

Objectives:

Continue to offer a rehabilitation loan program to offer more choice and improve rental quality by the end of fiscal year 2003.

Target: Continue offering during FY2003.

Explore possibilities for trying to lead -based paint testing.

Explore avenues for replenishing fund.

Maintain elderly and disabled tenant populations ability to live independently by assisting them in acquiring necessary services on an annual basis.

Target:

PHAGoal: Promote PHA as premier provider of safe, decent and affordable housing.

Objectives:

Work toward achieving the rating of a high performing PHA.
Target: Improve PHAS score where possible and within PHA influence and control.

Continue to provide assisted housing and rental assistance to qualified applicants.
Target: Maintain 95% lease up in tenant based programs

PHA Goal: Strengthen financial viability through comprehensive and stable financial management strategies.

Objectives:

Develop annual budgets which promote efficient and comprehensive financial management practices on an annual basis.
Target: Maintain budgets within 95% - 105% of approved amounts of overall income and expenditures.

PHA Goal: Position PHA as a housing leader in the community through building strong partnerships and collaborative relationships.

Objectives:

Bring all community housing providers together to share, network and prevent duplication of services and promote cooperative service delivery during FY2003.
Target: Review City of Pocatello's Consolidated Plan which includes housing needs determination to determine its applicability to PHA and its services.

Maintain avenues of communication with professional associations and housing advocacy groups.

Target: Participate in at least 4 Professional Association Activities Annually

Maintain at least one staff representative on local housing advocacy groups.

Continue to coordinate PHA activities with the City of Pocatello Comprehensive and Consolidated Plan on an annual basis.

Target: Meet with the City of Pocatello at least 4 times per year

PHA Goal: Strengthen the image and public awareness of what PHA does through establishing a leadership position in the community.

Objectives:

Utilize existing avenues to promote and increase community awareness of what PHA does.

Target: Develop a comprehensive public relations strategy.

Develop opportunities to periodically report PHA activities to the City Council and other interested parties in the community by providing monthly, annual reports as well as having the City Council Liaison attending PHA Board meetings.

Target: Submit monthly written reports to the City Council.

Submit an annual report to the City Council.

A City Council liaison will attend at least 25% of PHA board meetings annually.

AnnualPHAPlan
PHAFiscalYear2003
 [24CFRPart903.7]

AnnualPlanType:

Selectwhic htypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan :

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

TroubledAgencyPlan

ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiativesand discretionary policiesthePHAhasincludedintheAnnualPlan.

AnnualPlanTableofContents

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,andalistofsupporting documentsavailableforpublicinspection .

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY2002 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
- FY2000 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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans

Applicable & On Display	Supporting Document	Applicable Plan Component
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	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 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 18. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy	Annual Plan: Operations

Applicable & On Display	Supporting Document	Applicable Plan Component
X	documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	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
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self - Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self - Sufficiency
	Most recent self -sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self - Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi -annual performance report for	Annual Plan: Safety and Crime Prevention

Applicable & On Display	Supporting Document	Applicable Plan Component
	any open grant and most recently submitted PHDEP application (PHDEP Plan)	
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 result of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Others supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.79(a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	2. Size	Location
Income ≤ 30% of AMI	1531						
Income > 30% but ≤ 50% of AMI	817						
Income > 50% but < 80% of AMI	305						
Elderly	300						
Families with Disabilities							

FamilyType	Overa ll	Afford- ability	Supply	Quality	Access- ibility	2. Size	Loca- tion
Blacks	35						
Hispanics	175						
Race/Ethnicity							
Race/Ethnicity							

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: _____

U.S. Census data: the Comprehensive Housing Affordability Strategy (ACHAS@) dataset

American Housing Survey data
Indicate year: _____

Other housing market study
Indicate year: 2002

Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant -based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	388		
Extremely			

lowincome <=30%AMI	212	55%	
Verylow income (>30%but <=50%AMI)	174	45%	
Lowincome (>50%but <80%AMI)	2	1%	
Familieswith children	294	76%	
Elderly families	16	4%	
Familieswith Disabilities	78	20%	
Caucasian	331	85%	
Hispanic	28	7%	
African American	8	2%	
American Indian Asian/Pac. Islander	19 2	5% 1%	
Characteristi csby Bedroom Size(Public Housing Only)			
1BR	19	100%	
2BR			
3BR			
4BR			
5BR			
5+BR			
Isthewaitinglistclosed(selectone)?No Ifyes: B. Howlonghasitbeenenclosed(#ofmonths)? DoesthePHAexpectreopenthelistinthePHAPlanyear?NoYes DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist, evenifgenerallyclosed?NoYes			

C.StrategyforAddressingNeeds

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- X Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- X Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- X Maintain or increase section 8 lease -uprates by establishing payment standards that will enable families to rent throughout the jurisdiction
- X Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program
- X Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed -finance housing
- Pursue housing resources other than public housing or Section 8 tenant -based

assistance.

Other:(listbelow)

By offering low interest loans to private land lord store rehabilitate private rental units and offer them for rent at the payment standards set by the PHA.

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

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

Select all that apply

Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance

Employ admissions preferences aimed at families with the economic hardship

Adopt rent policies to support and encourage work

Other:(listbelow)

Meet HUD federal targeting requirements for families at or below 30% of AMI in public housing.

Meet HUD federal requirements for families at or below 30% of AMI in tenant-based section 8 assistance.

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

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

Select all that apply

Employ admissions preferences aimed at families who are working

Adopt rent policies to support and encourage work

Other:(listbelow)

Maintain status of low income elderly/disabled housing.

B. Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

Seek designation of public housing for the elderly

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

Other:(listbelow)
Maintainstatusoflowincomeelderly/disable dhousing.

Need:SpecificFamilyTypes:FamilieswithDisabilities

Strategy1:TargetavailableassistancetoFamilieswithDisabilities:

Selectallthatapply

- Seekdesignationofpublichousingfor familieswithdisabilities
- Carryoutthomodificationsneededinpublichousingbasedonthesection504 NeedsAssessmentforPublicHousing
- Applyforspecial -purposevoucherstargetedtofamilieswithdisabilities, shouldtheybecomeavailable
- Affirmativelymarkettolocalnon -profitagenciesthatassistfamilieswith disabilities
- Other:(listbelow)

Need:SpecificFamilyTypes:Racesorethnicitieswithdisproportionatehousing needs

Strategy1:IncreaseawarenessofPHAresourcesamongfamiliesofracesand ethnicitieswithdisproportionateneeds:

Selectifapplicable

- Affirmativelymarkettoraces/ethnicitiesshowntohavedisproportionate housingneeds
- Other:(listbelow)
ContinuetomarketinaccordancewithourEOHP.

Strategy2 :Conductactivitiestoaffirmativelyfurtherfairhousing

Selectallthatapply

- Counselsection8tenantsastolocationofunitsoutsideofareasofpovertyor minorityconcentrationandassistthemtolocatethoseunits
- Marketthesection8programtoowners outsideofareasofpoverty/minority concentrations
- Other:(listbelow)

OtherHousingNeeds&Strategies:(listneedsandstrategiesbelow)

(2)ReasonsforSelectingStrategies

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)

Statement of Financial Resources

[24CFR Part 903.79(b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		

Sources	Planned\$	PlannedUses
a) PublicHousingOperating Fund	57,457	
b) PublicHousingCapital Fund	101,160	
c) HOPEVIRevitalization		
d) HOPEVIDemolition		
e) AnnualContributionsfor Section8Tenant - BasedAssistance	2,354,716	
f) PublicHousingDrug Elimination Program(including anyTechnical Assistancefunds)		
g) ResidentOpportunityand Self-Sufficiency Grants		
h) CommunityDevelopment BlockGrant		
i) HOME		
OtherFederalGrants(list below)		
2.PriorYearFederal Grants(unobligatedfunds only)(listbelow)		
ID16P00550102	101,160	CFPPProgram
3.PublicHousingDwelling RentalIncome	124,670	ongoingoperations
4.Otherincome (listbelow)		
OfficeRent,Laundry,Interest	22,410	ongoingoperations
4.Non -federalsources (list below)		

Sources	Planned\$	PlannedUses
Totalresources	2,761,573	ongoingoperations/CFP

3.PHAPoliciesGoverningEligibility,Selection,andAdmissions

[24CFRPart903.79(c)]

A.PublicHousing

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesubcomponent3A.

(1)Eligibility

a. WhendoesthePHAverifyeligibilityforadmissiontopublichousing?(selectall thatapply)

Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(state number)

Whenfamiliesarewithinacertaintimeofbeingofferedaunit:(statetime)

Other:(describe)

ThePHAverifiesCriminalorDrugRelatedactivity,RentalHistory,House KeepingandCreditHistoryatthetimeofapplication.Income,assets,and deductionsareverifiedwhenapplicantscometothetopofthewaitinglist.

b. Whichnon-income(screening)factorsdoesthePHAusetoestablisheligibilityfor admissiontopublichousing(selectallthatapply)?

CriminalorDrug-relatedactivity

Rentalhistory

Housekeeping

Other(describe)

c. Yes No:DoesthePHArequestcriminalrecordsfromlocallaw enforcementagenciesfor screeningpurposes?

d. Yes No:DoesthePHArequestcriminalrecordsfromStatelaw enforcementagenciesforscreeningpurposes?

e. Yes No:DoesthePHAaccessFBIcriminalrecordsfromtheFBIfor screeningpurposes?(eitherdirect lyorthroughanNCIC - authorizedsource)

(2)WaitingListOrganization

a. WhichmethodsdoesthePHAplantouseitoorganizeitpublichousingwaitinglist (selectallthatapply)

Community-widelist

Sub-jurisdictionallists

- 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 or are removed from the waiting list? (select one)

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting: Yes No: Does the PHA plan to exceed the federal

targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

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

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

a. 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**)

1. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either the 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
- Household that contribute to meeting income goals (broad range of incomes)
- Household 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 A1@ in the space that represents your first priority, a A2@ 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 points system), place the same number next to each. That means you can use A1@ more than once, A2@ more than once, etc.

____ Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA - resident lease
- The PHA = s Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials

___ Other source(list)

b. How often must residents notify the PHA of changes in family composition?

(select all that apply)

At an annual reexamination and lease renewal

Anytime family composition changes

At family request for revision

___ Other(list)

(6) Deconcentration and Income Mixing

a. ___ Yes ___ X No: Did the PHA = a analysis of its family (general occupancy) development to determine concentrations of poverty indicate the need for measures to promote the concentration of poverty or income mixing?

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

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

___ Adoption of site based waiting lists

___ If selected, list targeted developments below:

___ Employing waiting list skipping to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

___ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

___ Other (list policies and development targeted below)

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

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

___ Additional affirmative marketing

- Actionstoimprovethe marketabilityofcertaindevelopments
- Adoptionoradjustmentofceilingrentsforcertaindevelopments
- Adoptionofrentincentivestoencourage deconce ntrationofpovertyand income-mixing
- Other(listbelow)

f. Basedontheresultsoftherequiredanalysis,inwhichdevelopmentswillthePHA makespecial effortstoattractorretainhigher -incomefamilies?(selectallthat apply)

- Not applicable: resultsof analysisdidnotindicateaneedforsuchefforts
- List(anyapplicable)developmentsbelow:

g. Basedontheresultsoftherequiredanalysis,inwhichdevelopmentswillthePHA makespecial effortsto assureaccessfor lower -incomefamilies?(selectallthat apply)

- Not applicable: resultsof analysisdidnotindicateaneedforsuchefforts
- List(anyapplicable)developmentsbelow:

B. Section 8

Exemptions: PHAthatdonotadministersection8arenotrequiredto complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

a. Whatistheextentofscreeningconductedby thePHA?(selectallthatapply)

- Criminalordrug -relatedactivityonlytotheextentrequiredbylawor regulation
- Criminalanddrug -relatedactivity,moreextensivelythanrequiredbylawor regulation
- Moregeneralscreeningthancriminalanddrug -relatedactivity(listfactors below)
- Other(listbelow)

b. Yes No: DoesthePHArequestcriminalrecordsfromlocal law enforcementagenciesforscreeningpurposes?

c. Yes No: DoesthePHArequestcriminalrecordsfromState law enforcementagenciesforscreeningpurposes?

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 PHA provides the current and prior landlords name, address and phone number.

(2) Waiting List Organization

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

None

Federal public housing

Federal moderate rehabilitation

Federal project -based certificate program

Other federal or local program (list below)

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

PHA main administrative office

Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Any time they are requested in writing and the circumstances warrant the action.

(4) Admissions Preferences

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

b. Preferences

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

(5) Special purpose

section 8 assistance programs)

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
Local PHA action, Local Government Action, Elderly and Disabled ahead of others singles, and local income preference in order to meet the targeting requirements.

3. If the PHA will employ admission preferences, please prioritize by placing a A1@ in the space that represents your first priority, a A2@ 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 points system), place the same number next to each. That means you can use A1@ more than once, A2@ 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)

- 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
- Household that contribute to meeting income goals (broad range of incomes)
- Household 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)
 - Local PHA Action
 - Local Government Action
 - Elderly and Disabled ahead of other Single Applicants
 - Income tier preferences are applied as necessary to meet targeting requirements

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

In the event the PHA were to apply for and receive any special purpose vouchers we would create the policy to administer the program.

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

Through published notices

Other (list below)

Outreach in accordance with the EHOP and advertisement in the newspaper.

4. PHA Rent Determination Policies

[24CFR Part 903.79(d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub -component 4A. Describe the PHA =s income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

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

---or---

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

b. Minimum Rent

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

\$0

\$1-\$25

_____ \$26-\$50

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

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

a. 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)
Low Income Public Housing for the Elderly and Disabled

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

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

f. Rent determination:

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

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

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.)

- This section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood

____ Other(list/describe below)

B. Section 8 Tenant -Based Assistance

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

Describe the voucher payment standards and policies .

(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 a
 Reflects market or submarket
 To increase housing options for families
 Other(list below)

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

- Annually
 Other(list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24CFR Part 903.79(e)]

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

Describe the PHA's management structure and organization.

A. PHA Management Structure

(select one)

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

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year	Expected Turnover
--------------	----------------------------------	-------------------

	Beginning	
Public Housing	72	18
Section 8 Vouchers	541	240
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs (list individually)		
Section 8 New Construction	72	14
236 Programs	100	50

C. Management and Maintenance Policies

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

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

(a) Statement of Policies Governing Admission to and Continued Occupancy of the HUD - Aided Low - Rent Housing Project

(2) Section 8 Management: (list below)

(a) Administrative Plan and Statement of Policy for Admission and Continued

6. PHA Grievance Procedures

[24CFR Part 903.79(f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant -Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
Other (list below)

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

7. Capital Improvement Needs

[24CFR Part 903.79(g)]

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

A. Capital Fund Activities

(1)CapitalFundProgramAnnualStatement

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

Select one:

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

-or-

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

(2)Optional5 -YearActionPlan

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

Yes No: a) Has the PHA received a HOPEVI 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 HOPEVI 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 Plans 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 HOPEVI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year?

If yes, list developments or activities below:

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

If yes, list developments or activities below:

8. Demolition and Disposition

[24CFR Part 903.79(h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:

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

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

[24CFR Part 903.79(i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If AN@, skip to component 10. If Ayes@, 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 Ayes@, skip to component 10. If ANo@, complete the Activity Description table below.

Designation of Public Housing Activity Description

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

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

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

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY1996 HUD Appropriations Act

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<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 dHOPEVI demolition application (date submitted or approved): <input type="checkbox"/> Units addressed in a pending or approved HOPEVI 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 type="checkbox"/> Other: (describe below)	

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937
C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937
11. Homeownership Programs Administered by the PHA
[24CFR Part 903.79(k)]

A. Public Housing

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

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved 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 A No @, skip to component 11B; if A 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 A yes @, skip to component 12. If A No @, complete the Activity Description table below.)

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

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24CFR 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 at least a 3-line submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

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

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

b. PHA -established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self -sufficiency Programs

[24CFR Part 903.79(1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? DD/MM/YY _____

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs

ProgramName&Description (includinglocation,if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (developmentoffice/ PHAmainoffice/ otherprovidername)	Eligibility (publichousingor section8 participantsor both)

(2)FamilySelfSuf ficiencyprogram/s

a.ParticipationDescription

FamilySelfSufficiency(FSS)Participation		
Program	RequiredNumberofParticipants (startofFY2000Estimate)	ActualNumberofParticipants (Asof:DD/MM/YY)
PublicHousing		
Section8		

b. ___ Yes ___ No: IfthePHAisnotmaintainingtheminimumprogramsizerequiredbyHUD,doesthemostrecentFSSActionPlanaddressthestepthePHAplantotaketoachievatleasttheminimumprogramsizel
Ifno,liststepsthePHAwilltakebe low:

C.WelfareBenefitReductions

1.ThePHAiscomplyingwiththestatutoryrequirementssection12(d)oftheU.S.HousingActof1937(relatingtothetreatmentofincomechangesresultingfromwelfareprogramrequirements)by:(selectall hatapply)
___ AdoptingappropriatechangestothePHA =spublichousingrentdetermination

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79(m)]

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

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

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

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

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

- _____ Safety and security survey of residents
- _____ Analysis of crime statistics over time for crimes committed in and around @ public housing authority
- _____ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- _____ Resident reports
- _____ PHA employee reports
- _____ Police reports

- ___ Demonstrable, quantifiable success with previous or ongoing anti-crime/anti drug programs
- ___ Other (describe below)

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY200 OPHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY2000 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: _____)

14. RESERVED FOR PET POLICY

[24CFR Part 903.79(n)]

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

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

16. Fiscal Audit

[24CFR Part 903.79(p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)?

17. PHA Asset Management

[24CFR Part 903.79(q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization,

disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

3. Yes No:

Has the PHA included description of asset management activities in the Public Housing Asset Management Table? **optional**

18. Other Information

[24 CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

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

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

Attached at Attachment (Filename)

Provided below:

Three members of the Resident Advisory Board attended the public hearing on Tuesday, April 8, 2003. Following are the comments regarding the PHA Plan by the resident advisory board as recommendations for the residents:

- a. Recommendation to add handicapped accessible equipped doors at the far end of the building and laundry rooms as well as consideration for two other building doors;
- b. Recommendation for the Board of Commissioners to evaluate the feasibility of installing satellite TV equipment on the buildings so tenants can access desired TV service;
- c. Recommendation to provide Resident Advisory Board training which is already in the planning stages;
- d. Recommendation to support the PHA Home Ownership Program policy.

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

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

The PHA changed portions of the PHA Plan in response to comments

List changes below:

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)
The appointing authority is identified by State law, which is the Mayor of the City of Pocatello. State law also requires a confirmation by a vote of the City Council. Applicants must submit application to the City and receive a recommendation from the PHA Board of Commissioners.

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (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 need expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

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

D. Other Information Required by HUD

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

Accomplishments Report 2002 January 2003 5 Year Plan - Fiscal Years 2002 - 2006

HUD Strategic Goal: Promote self-sufficiency and asset development of assisted households.

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

Objective: PHA is in the process of negotiating a TANF agreement with the Idaho Department of Health and Welfare during FY2001. **No TANF agreement was negotiated as this process is no longer in progress with Health and Welfare. PHA has an ongoing relationship with local social service agencies to support the disabled and elderly tenant population. PHA does provide subsidized funding to In-home Services to support tenants utilizing these services. ONGOING**

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

PHA Goal: ensure equal opportunity and affirmatively further fair housing.

Objective: Comply with Equal Opportunity Housing Law and promote fair housing in the community in accordance with Federal regulations on an ongoing basis.
Target: 100% compliance
ACCOMPLISHED - ONGOING

Other PHA Goals and Objectives:

PHA Goal: Continue to provide affordable housing through services support and programming to clients, participants, residents and tenants.

Objectives:

Update building exterior for aesthetics and safety for public housing units by FY2002.

Target: 1 Building in 2002

ACCOMPLISHED: At Christensen Court, repaired roof, painted hand railings, replaced all kitchen appliances in units.

IN PROGRESS: At Christensen Court, upgrading elevators, replacing heating systems and lights in units.

Evaluate the feasibility of installing a resident laundry facility on alternate complex floors; convert 5 efficiency apartment units to laundry rooms during FY2001 -2002.

Target: Complete feasibility study -FY2001

Complete project -FY2002

ACCOMPLISHED.

Maintain and update public housing and section 8 waiting lists as required.

Target: Waiting list updated weekly.

ACCOMPLISHED; ONGOING

Develop and administer a clients satisfaction survey during fiscal year 2001.

Target: Survey a random sampling of PHA clients.

NO PROGRESS; NEEDS BOARD DISCUSSION

PHA Goal: Define ways to ensure that PHA is customer -friendly through accessibility and availability of agency services to our customers and the public.

Objectives:

Continue to offer a rehabilitation loan program to offer more choice and improve rental quality by the end of fiscal year 2002.

Target: Continue offering during FY2002

ACCOMPLISHED: made four loans; fifth loan in progress.

Maintain elderly and disabled tenant populations ability to live independently by assisting them in acquiring necessary services on an annual basis for 95% of those request in support services.

Target: PHA surveys 100% of tenants leaving public housing with vacate notice asking reason(s) for leaving the program.

ACCOMPLISHED.

PHA Goal: Strengthen the capacity of PHA to maintain a state of excellence in real estate management.

Objectives:

Develop a landlord satisfaction survey to be administered to 10% of PHA associated landlords annually.

Target: Complete the development and implementation of a survey system by 2002.

NO PROGRESS; BOARD DISCUSSION NEEDED

PHA Goal: Promote PHA as a premier provider of safe, decent and affordable housing.

Objectives:

Work toward achieving the rating of a high performing PHA.

Target: Improve PHA S score where possible and within PHA influence and control.

IN PROGRESS; Current review due after March 2003; PHA S rating process in revision status with HUD.

Continue to provide assisted housing and rental assistance to qualified applicants.

Target: Maintain 95% lease up in tenant based programs.

ACCOMPLISHED; Lease up rate over 100% as of March 2003.

Public housing increase waiting list numbers by 10%.

DID NOT ACCOMPLISH; Reported a total of 406 on waiting list for the FY 2001 HUD; have a total of 300 for vouchers and 14 for public housing as of February 2003.

PHA Goal: Strengthen financial viability through comprehensive and stable financial management strategies.

Objectives:

Develop annual budgets which promote efficient and comprehensive financial management practices on an annual basis.

Target: Maintain budgets with 95% - 105% of approved amount of overall income and expenditures.

ACCOMPLISHED; Consolidated some accounts with D.A. Davidson; ONGOING.

PHA Goal: Position PHA as a housing leader in the community through

buildings through partnerships and collaborative relationships.

Objectives:

Bring all community housing providers together to share, network and prevent duplication of services and promote cooperative service delivery during FY2001.

Target: Determine the feasibility of conducting a needs assessment to address the community needs for affordable housing during FY2002.

ACCOMPLISHED; Needs assessment conducted by the City of Pocatello and included in their 2002 Five Year Plan. NEEDS BOARD DISCUSSION

Maintain avenues of communication with professional associations and housing advocacy groups.

Target: Participate in at least 4 Professional Association Activities Annually. **ACCOMPLISHED; ONGOING**

Maintain at least one staff representative on local housing advocacy groups.

ACCOMPLISHED; ongoing. Agency regularly participates in NAHRO, Homeless Coalition, PNHS Program Services Committee/Board, The Youth Council, and the Landlords Association.

Continue to coordinate PHA activities with the City of Pocatello Comprehensive and Consolidated Plan on an annual basis.

Target: Meet with the City of Pocatello at least 4 times per year. **ACCOMPLISHED; ONGOING.**

PHA Goal: Strengthen the image and public awareness of what PHA does through establishing a leadership position in the community.

Objectives:

Utilize existing avenues to promote and increase community awareness of what PHA does.

Target: Prepare a minimum of 2 press releases annually that report on PHA activities.

ACCOMPLISHED; Press releases prepared but not always published by the newspaper.

Develop opportunities to periodically report PHA activities to the City Council and other interested parties in the community by providing monthly, annual reports as well as having the City Council Liaison attending PHA Board meetings.

Target: Submit monthly written reports to the City Council.
 Submit an annual report to the City Council.
 A City Council liaison will attend at least 50% of
 PHA board meetings annually.

ACCOMPLISHED; City Council Liaison appointed by the Mayor has been attending PHA Board meetings on a regular basis; well above the 50% target rate.

Attachments

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

Home Ownership Program Capacity Statement:

The Home Ownership Program policy for the Pocatello PHA has been outlined. The Board of Commissioners has taken into consideration many factors related to implementing the Home Ownership Program within the housing choice voucher program. Although the Commissioners believe we have the capacity to implement the program, they have elected to wait until the following criteria have been met prior to the implementation of the program. The criteria includes: 1) The need of additional office space not only for the Home Ownership Program, but to allow for the requirements of lead paint regulations and the addition of approximately 105 vouchers to our current portfolio; 2) Additional staff will be required in order to properly administer the various programs mentioned above.

ts

Community Service Requirement:

Due to HUD suspending these requirements, the Pocatello PHA has complied.

Pet Policy:

The Pocatello PHA Pet Policy was submitted to HUD with previous planning documents. No changes have been made since the last submission. If another copy is required, please contact us.

Resident Advisory Board List:

Chairperson Dan Kingsley
1210 Willard 711 North 6
Pocatello, Idaho 83201
Phone: (208) 237 -4352

Vice Chairperson Betty Reese
711 North 6th Ave #409
Pocatello, Idaho 83201
Phone: (208) 478 -9251

Secretary Virga K. Smith
1967 South 2nd
Pocatello, Idaho 83204

Resident Commissioner:

Vice Chair Ernest Kureger
thAve. #307
Pocatello, Idaho 83201
Phone: (208) 234 -0847

Phone:(208)234 -3740

Member

Vacancy

Member

StacieR.Frank
711North6thAve#114
Pocatello,Idaho83201
Phone:232 -9244

Member

KristinaWall
2411South2nd#A
Pocatello,Idaho83204
Phone:478 -1742

**PHAPlan
TableLibrary**

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Housing Authority of Pocatello		Grant Type and Number CFP Capital Fund Program Grant No: ID16P005501-01 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2002 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations	44,448.00	44,448.00	44,448.00	44,448.00
3	1408 Management Improvements Soft Costs Management Improvements Hard Costs				
4	1410 Administration	2,284.13	2,284.13	2,284.13	2,284.13
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	1,045.28	2,424.28	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment — Nonexpendable	9,600.00	9,600.00	9,600.00	9,600.00
12	1470 Non Dwelling Structures	34,587.54	34,587.54	34,587.54	34,587.54
13	1475 Non Dwelling Equipment	12,674.55	11,295.55	11,295.55	11,295.55
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	481.50	481.50	481.50	481.50
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	105,121.00	105,121.00	102,696.72	102,696.72
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security — Soft Costs				

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

PHAName: Housing Authority of Pocatello	Grant Type and Number CFP Capital Fund Program GrantNo: ID16P005501-01 Replacement Housing Factor GrantNo:	Federal FY of Grant: 2001
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no: 4)
 Performance and Evaluation Report for Period Ending: 12/31/2002
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of Line XX related to Security --Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	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

PHAName: Housing Authority of Pocatello		Grant Type and Number CFP Capital Fund Program Grant No: ID16P005501-01 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	
PHAWide	Operations		1406		44,448.00	44,448.00	44,448.00	44,448.00	100%
PHAWide	Administration: ED and Accounting Specialist Salary and Benefits		1410		2,284.13	2,284.13	2,284.13	2,284.13	100%
ID16P005001	Fees and Costs: A/E Services for Laundry Room Renovation, roofing repairs, and painting		1430		1,045.28	2,424.28	0	0	0%
ID16P005001	Replace Kitchen Ranges		1465		9,600.00	9,600.00	9,600.00	9,600.00	100%
ID16P005001	Renovation of 3 efficiency dwelling units to laundry rooms and remodel existing laundry room into file storage room.		1470		34,587.54	34,587.54	34,587.54	34,587.54	100%
ID16P005001	Upgrade laundry equipment: washers dryers, and interior furnishing.		1475	Washer(2) Dryer(2)	3,500.00	2,266.00	2,266.00	2,266.00	100%
ID16P005001	Office Equipment: Computer hardware upgrade (\$3,000); File cabinets and office furniture.		1475		9,174.55	9,029.55	9,029.55	9,029.55	100%
ID16P005001	Relocation		1495.1		481.50	481.50	481.50	481.50	100%
					Original	Revised			
<u>ID16P005</u> <u>001</u>	Total				105,121.00	105,121.00	102,696.72	102,696.72	98%

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

PHAName: Housing Authority of Pocatello		Grant Type and Number CFP Capital Fund Program Grant No: ID16P005501-01 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

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

PHAName: Housing Authority of Pocatello	Grant Type and Number CFP Capital Fund Program No: ID16P005501-01 Replacement Housing Factor No:	Federal FY of Grant: 2001
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Development Number Name/HA-Wide Activities	All Funds Obligated (03/31/2003)			All Funds Expended (09/30/2004)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Administration	3/31/03	7/10/02	7/10/02	9/30/04	7/10/02	7/10/02	Completed
A/E Services	3/31/03			9/30/04			Incomplete
ID16P005001	3/31/03	7/10/02	7/10/02	9/30/04	7/10/02	7/10/02	Completed
Relocation	3/31/03	7/10/02	7/10/02	9/30/04	7/10/02	7/10/02	Completed

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Housing Authority of Pocatello		Grant Type and Number Capital Fund Program Grant No: ID16P005-501-02 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: 12/31/02 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	5,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fee and Costs	4,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	89,666			
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	2,500			
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 1 -20)	101,166			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				

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

PHAName: Housing Authority of Pocatello	Grant Type and Number Capital Fund Program Grant No: ID16P005-501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/02
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of line XX Related to Security --Soft Costs				
	Amount of Line XX related to Security --Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	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: Housing Authority of Pocatello		Grant Type and Number Capital Fund Program Grant No: ID16P005-501-02 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
ID005001	Administration		1410		5,000				
ID005001	Fees and Costs		1430		4,000				
ID005001	Insulate Wall Chases		1460		10,000				
ID005001	Replace Lighting Kitchen, Bath, Living room		1460		14,666				
ID005001	Replace Large Elevator & Remodel Small One		1460		57,000				
ID005001	Replacement Baseboard Heating		1460		8,000				
ID005001	Relocation Costs		1495.1		2,500				
	Sub Total Physical Improvements				89,666				
	Total Grant				101,166				

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

PHAName: Housing Authority of Pocatello	Grant Type and Number Capital Fund Program No: ID16P005-501-02 Replacement Housing Factor No:	Federal FY of Grant: 2002
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Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
ID005	12/31/03			06/30/05			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Housing Authority of Pocatello		Grant Type and Number Capital Fund Program Grant No: ID16P005-501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non - CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	9666			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	2000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	89,500			
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling 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				

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

PHAName: Housing Authority of Pocatello	Grant Type and Number Capital Fund Program Grant No: ID16P005-501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
20	Amount of Annual Grant: (sum of lines 1 - 19)	101166			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security -- Soft Costs				
	Amount of Line XX related to Security -- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHAN Name: Housing Authority of Pocatello	Grant Type and Number Capital Fund Program No: ID16P005-501-03 Replacement Housing Factor No:	Federal FY of Grant : 2003
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Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
ID005001	12/31/04			06/30/06			
A&E Fees	12/31/04			06/30/06			

Capital Fund Program Five -Year Action Plan
Part I: Summary

PHAN Name Housing	<input checked="" type="checkbox"/> Original 5 -Year Plan
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Authority of Pocatello		<input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHAFY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHAFY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHAFY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHAFY: 2007
ID005	Annual Statement	101166	101166	101166	101166
Total CFP Funds (Est.)		101166	101166	101166	101166
Total Replacement Housing Factor Funds					

CapitalFundProgramFive -YearActionPlan
PartII:SupportingPages —WorkActivities

Activities for Year1	ActivitiesforYear:2 FFYGrant:2004 PHAFY:20 04			ActivitiesforYear:3 FFYGrant:2005 PHAFY:2005		
	Development Name/Number	MajorWorkCategories	EstimatedCost	Development Name/Number MajorWorkCategories EstimatedCost	MajorWorkCategories	EstimatedCost
See	ID005001	ReplaceCarpetsinall Unitswherenecessary	48000	ID005	RemodelandAddonto CommunityRoom	100000
Annual	ID005001	ResealParkingLots	20000		Administration	1166
Statement	ID005001	RepairWalkways	10000			
	ID005001	RepaintRailings	10000			
	ID005001	ReplaceRefrigerators	2000			
	ID005001	ReplaceWaterHeaters	2000			
		Administration	9166			
		TotalCFPEstimated Cost	\$101166			\$101166

CapitalFundProgramFive -YearActionPlan
PartII:SupportingPages —WorkActivities

Activities for Year1	ActivitiesforYear:4 FFYGrant:2005 PHAFY:2005			ActivitiesforYear:5 FFYGrant:2007 PHAFY:2007		
	Development Name/Number	MajorWorkCategories	EstimatedCost	Development Name/Number MajorWorkCategories EstimatedCost	MajorWorkCate gories	EstimatedCost
See	ID005	RemodelandAddonto OfficeSpaces	61166	ID005	RefurnishCommunity Room	10000
Annual	ID005	UpgradeOffice Equipment	40000	ID005	OngoingMaintenance andoperations	91166
Statement						
		TotalCFPEstimated Cost	\$101166			\$101166