

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

Small PHA Plan Update
Annual Plan for Federal Fiscal Year: 2003

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

**PHA Plan
Agency Identification**

PHA Name: Housing Authority of Nicholasville

PHA Number: KY034

PHA Fiscal Year Beginning: (mm/yyyy) 04/2003

PHA Plan Contact Information:

Name: Trixie Kinniard

Phone: 859.885.4324

TDD:

Email (if available): NICHOLASVILLEHA@prodigy.net

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

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
- Main administrative office of the local, county or 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 (Main administrative office of the local, county or State government)

PHA Programs Administered:

- Public Housing and Section 8 Section 8 Only Public Housing Only

**Annual PHA Plan
Federal Fiscal Year 2003**

[24 CFR Part 903.7]

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Contents	<u>Page #</u>
Annual Plan	
i. Executive Summary (optional)	2
ii. Annual Plan Information	1
iii. Table of Contents	1
1. Description of Policy and Program Changes for the Upcoming Fiscal Year	2
2. Capital Improvement Needs	2
3. Demolition and Disposition	3
4. Homeownership: Voucher Homeownership Program	4
5. Crime and Safety: PHDEP Plan	4
6. Other Information:	
A. Resident Advisory Board Consultation Process	4
B. Statement of Consistency with Consolidated Plan	5
C. Criteria for Substantial Deviations and Significant Amendments	6
Attachments	
X Attachment A: Supporting Documents Available for Review	
X Attachment B: Capital Fund Program Annual Statement	
X Attachment G: Capital Fund Program 5-Year Action Plan	
<input type="checkbox"/> Attachment __: Capital Fund Program Replacement Housing Factor Annual Statement	
<input type="checkbox"/> Attachment __: Public Housing Drug Elimination Program (PHDEP) Plan	
X Attachment C: Resident Membership on PHA Board or Governing Body	
X Attachment D: Membership of Resident Advisory Board or Boards	
<input type="checkbox"/> Attachment __: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text) attached in body of PHA Plan text	
X Other (List below, providing each attachment name):	
Attachment E: Voluntary Conversion Assessment	
Attachment F: Performance and Evaluation Report, Capital Fund Program KY36P034501-02, report ending 9/30/2002	
Attachment H: Admissions Policy for Deconcentration and Income Mixing	

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

The Mission of the Housing Authority of Nicholasville is to provide and maintain adequate, safe, quality affordable housing in a cost-effective manner. By partnering with others, we offer rental assistance to our community in a non-discriminatory manner, which provides a suitable living environment and economic opportunities free of discrimination.

We have also adopted the following goals and objectives: Goal One: Manage the Housing Authority of Nicholasville's existing units in an efficient and effective manner thereby qualifying as at least a standard performer. The objectives to Goal One 1.) Make our units more marketable to the community as evidenced by an increase in our waiting list by increasing the curb appeal of the units, increasing customer satisfactions, and making the units more energy efficient; 2.) Increase the availability by becoming more efficient in our management and maintenance practices, which will be evident by lower vacancies and turnover rates. Goal Two: Explore available opportunities to meet the community needs of the elderly and/or disabled residents by adding more one (1)-bedroom units. The objective to Goal Two is to explore private funding and other sources to support the growing need.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission. The plans, statements, budget summary, policies, etc. set forth in the Annual Plan, taken as a whole, outlines a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan and the needs of our community.

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

The Housing Authority of Nicholasville does not project any major program changes for the upcoming year. Any needed program and/or policy changes not projected at this time will be subject to review and approval as required by statute.

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. X Yes No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? Estimated at \$100,163

C. X Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5-Year Action Plan

The Capital Fund Program 5-Year Action Plan is provided as Attachment G

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment B

The current Capital Fund Program Performance and Evaluation Report for the period ending 9/30/2002 is provided as Attachment F (KY36P034501-02 is the only CFP program open)

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity:

- b. Actual or projected start date of relocation activities:
c. Projected end date of activity:

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

- A. Yes X No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family’s resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A. Yes X No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- B. What is the amount of the PHA’s estimated or actual (if known) PHDEP grant for the upcoming year? N/A
- C. Yes X No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
- D. Yes X No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

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

The Housing Authority of Nicholasville held the Resident Advisory Board meeting in combination with the Board of Commissioners meeting and public hearing and no modifications were requested from the Resident Advisory Board.

2. If yes, the comments are attached at Attachment (File name)

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

- The PHA changed portions of the PHA Plan in response to comments
A list of these changes is included
 Yes No: below or
 Yes No: at the end of the RAB Comments in Attachment ____.
- Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of the RAB Comments in Attachment ____.
- Other: (list below)

B. 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: Commonwealth of Kentucky

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)

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

3. PHA Requests for support from the Consolidated Plan Agency

- X Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

The Housing Authority of Nicholasville annually requests the City of Nicholasville (local government) to waive the Payment In Lieu of Taxes (P.I.L.O.T.). This is the only financial support from the local government the agency requests and receives at this time.

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

The Housing Authority of Nicholasville using the current Consolidated Plan of the jurisdiction and updated Housing Needs will seek two strategies in the upcoming year: 1) maximize the number of affordable units available within its current resources and, 2) explore mixed-financed housing opportunities for additional one (1)-bedroom public housing units for elderly and/or disabled residents.

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan: No substantial deviations

B. Significant Amendment or Modification to the Annual Plan:

The Housing Authority of Nicholasville addresses the following requirement of 24 CFR 903.7(r) regarding agency plans containing a locally derived definition of "substantial deviation" and "significant amendment or modification" as follows:

“Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require review that has met the full public process requirement (including Resident Advisory Board review) and formal approval of the Board of Commissioner.”

Required Attachment A:
File Name: ky034a02

Supporting Documents Available for Review

PHAs are to 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	Related Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: 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	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located 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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
N/A	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
N/A	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
N/A	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
N/A	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies. Agency to pursue FY2004, FFY2003	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
N/A	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) X check here if included in the public housing A & O Policy	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

Required Attachment B:
CAPITAL FUND PROGRAM
File Name: ky034b02

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: KY034 Housing Authority of Nicholasville		Grant Type and Number: Capital Fund Program Grant No: KY36P034501-03 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	5000.00			
3	1408 Management Improvements	20032.00			
4	1410 Administration	10016.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	15750.00			
10	1460 Dwelling Structures	37670.00			
11	1465.1 Dwelling Equipment—Nonexpendable	9165.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	2530.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	100163.00			

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

PHA Name: KY034 Housing Authority of Nicholasville	Grant Type and Number: Capital Fund Program Grant No: KY36P034501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
---	---	---------------------------

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs*	10500.00			
26	Amount of line 21 Related to Energy Conservation Measures				

*Security features, perimeter fencing and site lighting

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: KY 034 Housing Authority of Nicholasville		Grant Type and Number: Capital Fund Program Grant No: KY36P034501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	<u>Operations</u>	1406		<u>5000.00</u>				
HA-Wide	<u>Management Improvements</u>	1408		<u>20032.00</u>				
	1. Partial Salary Occupancy/Admin. Specialist			11409.00				
	2. Partial Employee Benefits for Occupancy/Admin. Specialist			4981.00				
	3. Occupancy Computer Software			500.00				
	4. New Collection Loss Credit Bureau Set-up costs			500.00				
	5. Maintenance/Management Training or Training Publications			2642.00				
HA-Wide	<u>Administration</u>	1410		<u>10016.00</u>				
	1. Partial Salary Executive Director/Mod. Coordinator			9726.00				
	2. Internet Expense			189.00				
	3. Sundry Expenses to administer program (office supplies, copy costs, etc.)			101.00				
HA-Wide	<u>Site Improvements</u>	1450		<u>15750.00</u>				
	1. Concrete Repairs & Installation			500.00				
	2. Site Security Lighting			500.00				
	3. Site Landscaping			4750.00				

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

PHA Name: KY 034 Housing Authority of Nicholasville		Grant Type and Number: Capital Fund Program Grant No: KY36P034501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	4. Fencing/Handrail Repair, Installation, and Clean-out (perimeter fencing for security to site)			10000.00				
	<u>Dwelling Structures</u>	1460		<u>37670.00</u>				
E. Maple	1. 415 E. Maple Unit Conversion			35420.00				
HA-Wide	2. Replacement of old dwelling item projects: Range Hoods, Exhaust Fans, Interior Door Hardware, Smoke Detectors, Stove Gas Shut-off Valves, Cabinet Knobs, etc.			1500.00				
HA-Wide	3. PHAS Physical Inspection 2001 items (concrete sills and foundation repairs, GFI, etc.			500.00				
HA-Wide	4. Gutter Repair & Replacement			250.00				
	<u>Dwelling Equipment – Nonexpendable</u>	1465		<u>9165.00</u>				
	1. Hot Water Replacement & Repair			400.00				
	2. Stove and Refrigerator Replacement & Repair			8765.00				
	<u>Non-Dwelling Equipment</u>	1475		<u>2530.00</u>				
	1. Lawn Mowers			300.00				
	2. Office Computer Flat Panel Monitors			700.00				
	3. Resident Yard Tools (for checkout)			100.00				

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

PHA Name: KY 034 Housing Authority of Nicholasville		Grant Type and Number: Capital Fund Program Grant No: KY36P034501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	4. Maintenance Hand Tools			75.00				
	5. Office Furniture (chair)			155.00				
	6. Floor Buffer & Supplies			1200.00				

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

PHA Name: KY034 Housing Authority of Nicholasville		Grant Type and Number: Capital Fund Program No: KY36P034501-03 Replacement Housing Factor No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide- 1406	6/2003			12/2003			
HA-Wide- 1408 (1.&2.)	6/2003			3/2004			
HA-Wide- 1408 (3.-5.)	9/2003			3/2004			
HA-Wide- 1410 (1.)	6/2003			3/2004			
HA-Wide- 1410 (2.& 3.)	6/2003			12/2003			
HA-Wide- 1450 (1.-4.)	12/2003			6/2004			
E. Maple- 1460 (1.)	6/2003			12/2003			
HA-Wide- 1460 (2.-4.)	12/2003			6/2004			
HA-Wide- 1465 (1.& 2.)	12/2003			6/2004			
HA-Wide- 1475 (1.-6.)	9/2003			3/2004			

Required Attachment C: Resident Member on the PHA Governing Board

File Name: ky034c02

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

A. Name of resident member(s) on the governing board: Ms. Kimberly Griffith, 118 Cypress, Nicholasville, Kentucky 40356

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

Elected

x Appointed

C. The term of appointment is (include the date term expires): 4 years – 7/1/2000-6/30/2004

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

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

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

Other (explain):

B. Date of next term expiration of a governing board member: April 2004

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): Appointing official for all Housing Authority of Nicholasville Board of Commissioners is Mayor of Nicholasville, Kentucky (currently Mayor John Martin) and the City of Nicholasville Commissioners

**Required Attachment D: Membership of the Resident Advisory Board
or Boards**

File Name: ky034d02

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Ms. Shirley Robinson
Ms. Kimberly Griffith
Mr. Johnny Davis

Required Attachment E: Voluntary Conversion Assessment

File Name: ky034e02

The Housing Authority of Nicholasville, as required by 24 CFR part 972 – Conversion of Public Housing to Tenant-Based Assistance, certifies that we have:

1. Reviewed the development's operation as public housing;
2. Considered the implications of converting the public housing to tenant-based assistance; and
3. Concluded that the conversion of the development may be inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

As required in **Notice PIH 2001-26**, the agency answers the following questions about the Required Initial Assessment.

- a. How many of the PHA's developments are subject to the Required Initial Assessments? One: The Housing Authority of Nicholasville has only one development and it is subject to the Required Initial Assessment.
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? No exempt developments.
- c. How many Assessments were conducted for the PHA's covered developments? One assessment was conducted.
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: none

Development Name	Number of Units
None	None

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments. n/a

The agency has retained as supporting documentation to the agency plan the reasoning of the above determination. This documentation is available for public inspection.

Certified by: Trixie Kinniard, Executive Director

**Required Attachment F: Performance and Evaluation Report
Capital Fund Program KY36P034501-02, Report Ending 9/30/2002**

File Name: ky034f02

Only one open Capital Fund Program Grant

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: KY034 Housing Authority of Nicholasville		Grant Type and Number: Capital Fund Program Grant No: KY36P034501-02 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: 9/30/2002 <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				
3	1408 Management Improvements	19066.00		17575.28	9242.60
4	1410 Administration	9533.00		9533.00	4575.84
5	1411 Audit	0.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	2000.00		2000.00	2000.00
8	1440 Site Acquisition				
9	1450 Site Improvement	9466.00		2142.17	2142.17
10	1460 Dwelling Structures	22100.00		5600.50	5600.50
11	1465.1 Dwelling Equipment—Nonexpendable	9165.00		2950.00	2950.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	24000.00		16309.43	15989.48
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				

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

PHA Name: KY034 Housing Authority of Nicholasville	Grant Type and Number: Capital Fund Program Grant No: KY36P034501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
---	---	---------------------------

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 9/30/2002 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	95330.00		56110.38	42500.59
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance*	1400.00			
24	Amount of line 21 Related to Security – Soft Costs			1314.51	1314.51
25	Amount of Line 21 Related to Security – Hard Costs			700.28	700.28
26	Amount of line 21 Related to Energy Conservation Measures**	550.00			

Note: * Handicap parking lot re-stripping areas 150.00, Handicap concrete sidewalk ramp (Jenkins 550, R. Lay 700)
 ** Insulate attic space at 139/141 Cypress to bring down utility costs

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

PHA Name: KY 034 Housing Authority of Nicholasville		Grant Type and Number: Capital Fund Program Grant No: KY36P034501-02 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
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	<u>Management Improvements</u>	1408		<u>19066.00</u>		<u>17575.28</u>	<u>9242.60</u>	
	1. Partial Salary Occupancy/Admin. Specialist			11409.00		11409.00	5476.32	
	2. Partial Employee Benefits for Occupancy/Admin. Specialist			4800.00		4800.00	2400.00	
	3. Occupancy Computer Software			1534.00		116.55	116.55	
	4. Maintenance Uniforms			400.00		384.79	384.79	
	5. Board of Commissioners Handbooks			181.00				
	6. Maintenance/Management Training or Training Publications			742.00		328.00	328.00	
						536.94	536.94	
HA-Wide	<u>Administration</u>	1410		<u>9533.00</u>		<u>9533.00</u>	<u>4575.84</u>	
	1. Partial Salary Executive Director/Mod. Coordinator			9533.00		9533.00	4575.84	
	2. Internet Expense			0.00				
	3. Sundry Expenses to administer program (office supplies, copy costs, etc.)			0.00				
HA-Wide	<u>Audit Costs</u>	1410		<u>0.00</u>				

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

PHA Name: KY 034 Housing Authority of Nicholasville		Grant Type and Number: Capital Fund Program Grant No: KY36P034501-02 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
				Original	Revised	Funds Obligated	Funds Expended	
E. Maple	Fee & Costs 415 E. Maple Renovation	1430		2000.00 2000.00		2000.00 2000.00	2000.00 2000.00	
HA-Wide	Site Improvements	1450		9466.00		2142.17	2142.17	
	1. Concrete Repairs & Installation			1000.00		1302.10	1302.10	
	2. Tree Trimming & Removal			1000.00				
	3. Site Landscaping			4000.00		201.22	201.22	
	4. Fencing/Handrail Repair & Installation and Clean-out			3316.00		519.87	519.87	
	5. Asphalt/Concrete Area Re-stripping			150.00		118.98	118.98	
E. Maple	Dwelling Structures 1. 415 E. Maple Unit Conversion	1460		22100.00 10000.00		5600.50	5600.50	
HA-Wide	2. Replacement of Old Dwelling Units items: Range Hoods, Exhaust Fans, Doors & Hardware, Blinds, Insulation, Light Fixtures, Weather Stripping, Cabinets, Smoke Detectors, Stove Gas Shut-off Valves, Cabinet Knobs, etc.			4000.00		2852.16	2852.16	
HA-Wide	3. Plumbing/Sewer/Line Repairs			1700.00		1545.89	1545.89	

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

PHA Name: KY 034 Housing Authority of Nicholasville		Grant Type and Number: Capital Fund Program Grant No: KY36P034501-02 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
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	4. PHAS Physical Inspection items: (concrete sills, splash blocks, and foundation repairs, GFI, etc.)			1800.00		692.90	692.90	
HA-Wide	5. Paint Exterior Doors &/or Interiors			4500.00				
HA-Wide	6. Gutter Repair & Replacement			100.00				
						509.55	509.55	
HA-Wide	Dwelling Equipment – Nonexpendable	1465		9165.00		2950.00	2950.00	
	1. Hot Water Replacement & Repair			3400.00				
	2. Stove and Refrigerator Replacement & Repair			5765.00		2950.00	2950.00	
HA-Wide	Non-Dwelling Equipment	1475		24000.00		16309.43	15989.48	
	1. Lawn Mowers		2	300.00				
	2. Computer Printers/Copy/Fax			650.00				
	3. Maintenance Truck outfitted with Toolbox and non-skid bed-liner coating			18000.00		15989.48	15989.48	
	4. Maintenance Sewer Rig with 100 foot Cable			3000.00				
	5. Leaf Blower & Supplies			250.00		319.95		
	6. Buffer & Supplies			600.00				
	7. Copy Machine			1000.00				

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

PHA Name: KY 034 Housing Authority of Nicholasville		Grant Type and Number: Capital Fund Program Grant No: KY36P034501-02 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
				Original	Revised	Funds Obligated	Funds Expended	
	8. Carbon Dioxide Detector			200.00				

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

PHA Name: KY034 Housing Authority of Nicholasville	Grant Type and Number: Capital Fund Program No: KY36P034501-02 Replacement Housing Factor No:	Federal FY of Grant: 2002
---	--	----------------------------------

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide- 1408 (1-5)	6/2002	12/2002		3/2003	9/2003		
HA-Wide- 1408 (6)	12/2002			3/2003	6/2003		
HA-Wide- 1410 (1-3)	6/2002	9/2002		3/2003	9/2003		
HA-Wide- 1430	6/2002	9/2002		12/2002	6/2003		
HA-Wide- 1450 (1,3,5)	12/2002			3/2003	6/2003		
HA-Wide- 1450 (2,4)	6/2002	12/2002		12/2002	9/2003		
E. Maple- 1460 (1)	6/2002	12/2002		3/2003	6/2003		
HA-Wide- 1460 (2-5)	6/2002	12/2002		3/2003	6/2003		
HA-Wide- 1460 (6)	9/2002	12/2002		3/2003	6/2003		
HA-Wide- 1465 (1)	6/2002	6/2003		9/2002	9/2003		
HA-Wide- 1465 (2)	9/2002	6/2003		3/2003	9/2003		
HA-Wide- 1475 (all)	6/2002	3/2003		12/2002	9/2003		

Required Attachment G: File Name: ky034g02

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: Housing Authority of Nicholasville		X Original 5-Year Plan			
		<input type="checkbox"/> Revision No:			
Development Number/Name/H A-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2005 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2006 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2008
KY034 – HA-Wide	Annual Statement	\$74150	\$80150	\$115450	\$166500
CFP Funds Listed for 5-year planning		\$74150	\$80150	\$115450	\$166500
Replacement Housing Factor Funds					

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year: 2 FFY Grant: 2004 PHA FY: 2005			Activities for Year: 3 FFY Grant: 2005 PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	<i>KY034-HA-Wide</i>	Unit Conversion	17500	<i>KY034-HA-Wide</i>	Unit Conversion	15000
Annual		Landscaping	8750		Foundation Cracks	5000
Statement		Perimeter Fencing	7000		Landscaping	13250
		Tree Trimming/Removal	1200		Partition Fencing	15600
		Plumbing/Sewer	1200		Tree Trimming/Removal	1200
		Bathroom Exhaust fans/Range Hoods	350		Plumbing/Sewer	1200
		Hot Water Heaters	500		Hot Water Heaters	500
		Stove/Refrigerators	5000		Stove/Refrigerators	5000
		Key Lock Cylinders	800		Bathroom Grab Bars	1600
		Concrete repairs	1200		Lever doors knobs – 1 bedrooms	450
		Maintenance & Office Bldg HVAC	5800		Concrete repairs	1200
		Management Aid Salary/Benefits	16200		Management Aid Salary/Benefits	16200
		Mgmt Training	1400		Mgmt. Training	2400
		HUD Physical Inspection noted items	1250		HUD Physical Inspection noted items	1250
		Office Renovation (painting, flooring, etc.)	6000		Maintenance Uniforms	300
Total CFP Estimated Cost			\$74150			\$80150

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

Activities for Year: 4 FFY Grant: 2006 PHA FY: 2007			Activities for Year: 5 FFY Grant: 2007 PHA FY: 2008		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>KY034-HA-Wide</i>	Window Sills	3000	<i>KY034-HA-Wide</i>	Roofs	110000
	Landscaping	26250		Landscaping	17500
	Tree Trimming/Removal	1200		Tree Trimming/Removal	1200
	Plumbing/Sewer	1200		Plumbing/Sewer	1200
	Bathroom Exhaust/Range Hoods	350		Gutter Screens	500
	Hot Water Heaters	500		Hot Water Heaters	500
	Stove/Refrigerators	5000		Stove/Refrigerators	5000
	Exterior Storage Sheds	10400		Concrete repairs	9950
	Concrete repairs	1200		HUD Physical Inspection noted items	1250
	Kitchen & Bathroom new Flooring	40000		Management Aid Salary/Benefits	16200
	HUD Physical Inspection noted items	1250		Mgmt Training	1400
	Management Aid Salary/Benefits	16200		Maintenance Uniforms	300
	Mgmt Training	1400		Commissioners Training/Materials	1500
	Computer Equip & Software Updates	7500			
Total CFP Estimated Cost		\$115450			\$166500

Required Attachment H: Admissions Policy for Deconcentration and Income Mixing

File Name: ky034h02

The Housing Authority of Nicholasville as required by **Notice PIH 2001-4** answers the following questions regarding the Admissions Policy for Deconcentration and Income Mixing:

1. Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete.
 No, the Housing Authority of Nicholasville as a public housing development is not subject to deconcentration because the agency operates fewer than 100 public housing units. This agency only has 51 public housing units.
2. Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? n/a
3. If yes, the PHA completes the table shown below. n/a

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at 24 CFR 903.2(c)(1)(iv)]	Deconcentration policy (if no explanation)[see step 5 at 24 CFR 903.2 (c)(1)(v)]