

*PHAPlansforthe
OgdensburgHousing
Authority*

5YearPlanforFiscalYears2003 -2007
AnnualPlanforFiscalYear2003

**NOTE:THISPHAPLANSTE MPLATE(HUD50075)ISTOBECOMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

PHA Plan Agency Identification

PHAName: *Ogdensburg Housing Authority*

PHANumber: *NY039*

PHAFiscalYearBeginning:(mm/y yyy) *04/2003*

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.
- The PHA's mission is: (state mission here) *The Housing Authority's mission is to serve the needs of low -income, very low -income and extremely low -income families in the PHA's jurisdiction and to (1) increase the availability of decent, safe, sanitary and affordable housing in its communities; (2) ensure equal opportunity in housing (3) promote self -sufficiency and asset development of families and individuals; and (4) the housing conditions as well as social, educational, and economic aspects which affect the overall living conditions of the low -income families of our community.*

Progress statement: During FYB 2002, the OHA has been issuing the additional vouchers received the previous year. The PHA has continued to provide a newsletter to the tenants informing them of opportunities. The PHA has continued to utilize the Capital Fund Program to improve the living conditions for all its tenants.

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 EN COURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHA scores achieved.) PHAs should identify these measures in the space to the right of or below the stated objectives.

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

- PHA Goal: Expand the supply of assisted housing
- Objectives:
- Apply for additional rental vouchers: **Respond to NOFA's as issued.**
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments

Other(listbelow)

Progress Statement : During FY2002, the PHA applied for but did not receive additional Section 8 Vouchers. However, the PHA has continued issuing the additional vouchers received last year.

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)

Maintain high performer status

Improve voucher management: (SEMAP score)

Strive to maintain high score – Changed

Increase customer satisfaction: **On-going**

Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)

Renovate or modernize public housing units:

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

Progress Statement : Based upon the public housing management PHAS score and the SEMAP score, we have maintained a high performer status during FYB 2002. Our efforts to increase customer satisfaction has continued by reinforcing the tenant organizations at three projects. We have continued utilizing our Capital Fund for the renovation and/or modernization of the public housing units. During FYB 2002, we have been able to finish the floors, windows and closet doors at our family project. They also received new refrigerators in all apartments. We have also undertaken a curbing and sidewalk project at the family project. The sanitary lines were replaced at two of our high rises. The high rises also received new community room kitchens. Parkview Rise, our elderly/disabled building, received new closet doors and we have scheduled them to receive new kitchens.

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling: **On-going for portability**

Conduct outreach effort to potential voucher landlords

Increase voucher payment standards

Implement voucher homeownership program:

Implement public housing or other homeownership programs:

Implement public housing site -based waiting lists:

Convert public housing to vouchers:

Other: (list below)

Progress Statement : During FYB 2002, we have continued to counsel any Section 8 voucher holder who inquires about moving into or out of our jurisdiction.

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

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designated developments or buildings for particular resident groups (elderly, persons with disabilities) **apply by 3/31/ 03 Changed**
 - Other: (list below)

Progress Statement: During FYB2002, we have continued utilizing our Capital Fund Program to upgrade aspects of all of our projects.

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistancerecipients' employability:
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below) **Provide residents with information about community services. On-going**

Progress Statement: During FYB2002, the OHA continued to provide information about community services through monthly newsletters and information on bulletin boards.

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:

- Undertakeaffirmativemeasurestoprovideasuitablelivingenvironment forfamilieslivinginassistedhousing,regardlessofrace,color,religion nationalorigin,sex,familialstatus,anddisability:
- Undertakeaffirmativemeasurestoensureaccessiblehousingtopersons withallvarietiesofdisabilitiesregardlessofunitsizerequired:
- Other:(listbelow) **Thejurisdictionis99.5%caucasian.**

ProgressStatement: DuringFYB2002nochange sweremadeinjurisdictionmake -up. Fairhousinglogoappearedonalladvertising.

OtherPHAGoalsandObjectives:(listbelow)

PHAGoal:Enablestafftocomplywithnewregulations

- IndepthtrainingforSection8staff
- Occupancytrainingforpublichousing
- Modtrainingconcerningthebasicsandcontractadministration
- Alltrainingwilltakeplace **By3 -31-03**

ProgressStatement: With FYB2002, theOHAhasimplementedthepracti ceof providingoccupancytrainingasnewemployeesreplaceretiringemployees.Inaddition, wehavecommittedtocontinuesendingstaff,asneeded,totrainingprograms.

AnnualPHAPlan
PHAFiscalYear2003
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
 SmallAgency(<250PublicHousingUnits)
 AdministeringSection8Only

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiatives anddiscretionarypolicies thePHAhasinclude dintheAnnualPlan.

The Ogdensburg Housing Authority has prepared this Annual PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The purpose of the Annual Plan is to provide a framework for local accountability and an easily identifiable source by which public housing residents, participants in the tenant-based assistance program and other members of the public may locate basic PHA policies, rules and requirements related to the operations, programs and services of the agency.

The Mission Statement and the Goals and Objectives were based on information contained in our jurisdiction's Consolidated Plan and will assure that our residents will receive the best customer service.

Excellent customer service and fulfillment of the Mission Statement and Goals and Objectives is ensured by implementation of a series of policies that are on display with this Plan. The Admissions and Occupancy Policy and Section 8 Administrative Plan are the two primary policies on display. These important documents cover the public housing tenant selection and assignment plan, outreach services, PHA's responsibility to Section 8 owners/landlords, grievance procedures, etc.

The most important challenge to be met by the Ogdensburg Housing Authority during FY2003 include:

- *Preserve and improve the public housing stock through the Capital Funds activities.*
- *Involve the public housing residents and the Section 8 participants through the Annual Plan Resident Advisory Board.*
- *Train staff and commissioners to fully understand and take advantage of opportunities in the new law and regulations to better serve our residents and the community; and*

In closing, this Annual PHA Plan exemplifies the commitment of the Ogdensburg Housing Authority to meet the housing needs of the full range of low- to moderate-income residents. The Ogdensburg Housing Authority, in partnership with agencies from all levels of government, the business community, non-profit community groups, and residents will use this plan as a road map to reach the "higher quality of life" destination for the City of Ogdensburg and the North County Home Consortium Area.

iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration (*ny039a01*)
- FY2003 Capital Fund Program Annual Statement (*ny039b01*)
- Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Other required attachments:
 - Membership of Resident Advisory Board (ny039d01)*
 - Statement of Progress (ny039e01)*
 - Substantial Deviation and Significant Amendment or Modification (ny039f01)*
 - Resident Membership on PHA Board or Governing Body (ny039g01)*
 - RASS Agency Follow-Up Plan (ny039h01)*

Deconcentration and Income - Mixing (ny039i01)
Summary of Policy or Program Changes for the Upcoming Year (ny032j01)
Pet Ownership Policy (ny039k01)
Voluntary Conversion Required Initial Assessment – (ny039l01)

Optional Attachments:

- PHA Management Organizational Chart
- FY2003 Capital Fund Program 5 Year Action Plan (ny039c01)
- 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)
 - 2001 Performance and Evaluation Report – (ny039m01)
 - 2002 Performance and Evaluation Report – (ny039n01)

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 Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	A&O Policy	
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD - approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	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	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	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 for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
<i>X</i>	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
<i>N/A</i>	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
<i>N/A</i>	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1.StatementofHousingNeeds

[24CFRPart903.79(a)]

A.HousingNeedsofFamiliesintheJurisdiction/sServedbythePHA

BasedupontheinformationcontainedintheConsolidatedPlan/sapplicabletothejurisdiction,and/or otherdataavailabletothePHA,provideastatementofthehousingneedsinthejurisdictionby completingthefollowingtable.Inthe“Overall”Needscolumn,providetheestimatednumberofrenter familiesthathavehousingneeds.Fortheremainingcharacteristics,ratetheimpactofthatfactoronthe housingneedsforeachfamilytype,from1to5,with1being“noimpact”and5being“severeimpact.” UseN/AtoindicatethatnoinformationisavailableuponwhichthePHAcannmakethisassessment.

HousingNeedsofFamiliesintheJurisdiction byFamilyType							
FamilyType	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income<=30% ofAMI	1157	5	1	3	2	3	1
Income>30%but <=50%ofAMI	553	5	1	3	2	3	1
Income>50%but <80%ofAMI	718	5	1	2	2	3	1
Elderly	528	5	1	2	2	3	1
Familieswith Disabilities	312	3	2	3	2	3	1
Caucasian	2409	3	1	3	2	3	1
AmericanIndian	19	3	1	3	2	3	1
AfricanAmerican	0	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	23	3	1	3	2	3	1

WhatsourcesofinformationdidthePHAusetoconductthisanalysis?(Checkallthat apply;allmaterials mustbemadeavailableforpublicinspection.)

- ConsolidatedPlanoftheJurisdiction/s
Indicateyear: **1995**
- U.S.Censusdata:theComprehensiveHousingAffordabilityStrategy
 (“CHAS”)dataset
- AmericanHousingSurveydata
Indicateyear:
- Otherhousingmarketstudy
Indicateyear:
- Othersources:(listandindicateyearofinformation)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	11		13
Extremely low income <=30% AMI	10	91	
Very low income (>30% but <=50% AMI)	0	0	
Low income (>50% but <80% AMI)	1	9	
Families with children	4	37	
Elderly families	1	9	
Families with Disabilities	3	28	
Caucasian	11	100	
African American	0	0	
Hispanic	0	0	
Other	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes: N/A			
How long has it been closed (# of months)?			
Does the PHA expect to open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needsof Familiesonthe WaitingList			
Waitinglisttype:(selectone)			
<input type="checkbox"/> Section8tenant -basedassistance			
<input checked="" type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	41		114
Extremelylow income<=30%AMI	38	93	
Verylowincome (>30%but<=50%AMI)	3	7	
Lowincome (>50%but<80%AMI)	0	0	
Familieswithchildren	34	83	
Elderlyfamilies	7	17	
Familieswith Disabilities	0	0	
AfricanAmerican	0	0	
Caucasian	41	100	
Characteristicsby BedroomSize(Public HousingOnly)			
1BR	22	54	58
2BR	12	29	37
3BR	6	15	19
4BR	1	2	0
5BR	N/A	N/A	N/A
5+BR	N/A	N/A	N/A
Isthewaitinglistclosed(selectone)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Ifyes: N/A			
Howlonghasitbeenenclosed(#ofmonths)?			
DoesthePHAexpecttoreopenthelistinthePHAPlanyear? <input type="checkbox"/> No <input type="checkbox"/> Yes			
DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenif generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA'sstrategyforaddressingthehousingneedsoffamiliesinthe jurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR** ,and theAgency'reasonsfor choosingthisstrategy.

(1)Strategies

Need:Shortageofaffordablehousingforalleligiblepopulations

Strategy1:MaximizethenumberofaffordableunitsavailabletothePHAwithin itscurrentresourcesby:

Selectallthatapply

- Employeffectivemaintenanceandmanagementpoliciestominimizethe numberofpublichousingunitsoff -line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- Seekreplacementofpublichousingunitslosttotheinventorythroughmixed financedevelopment
- Seekreplacementofpublichousingunitslosttotheinventorythroughsection 8replacementhousingresources
- Maintainorincreasesection8lease -upratesbyestablishingpaymentstandards thatwillenablefamiliesorentthroughoutthejurisdiction
- Undertakemeasurestoensureaccesstoaffordablehousingamongfamilies assistedbythePHA,regardlessounitsizerequired
- Maintainorincreasesection8lease -upratesbymarketingtheprogramto owners,particularlythoseoutsideofareasofminorityandpoverty concentration
- Maintainorincreasesection8lease -upratesbyeffectivelyscreeningSection8 applicantstoincreaseowneracceptanceofprogram
- ParticipateintheConsolidatedPlandevelopmentprocesstoensure coordinationwithbroadercommunitystrategies
- Other(listbelow)

Strategy2:Increasethenumberofaffordablehousingunitsby:

Selectallthatapply

- Applyforadditionalsection8unitsshouldtheybecomeavailable
- Leverageaffordablehousingresourcesinthecommunitythroughthecreation ofmixed -financehousing
- PursuehousingresourcesotherthanpublichousingorSection8tenant -based assistance.
- Other:(listbelow)

Need:SpecificFamilyTypes:Familiesat or below 30% of median

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

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

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: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special purpose voucher targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs: N/A

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing N/A

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty/minority concentrations
- Other: (list below)

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[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 grants are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing support services, Section 8 tenant-based assistance, Section 8 support services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	603,511.00	
b) Public Housing Capital Fund	609,734.00	
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	201,926.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2002 Capital Funds	421,734.00	Public housing capital improvements
Sub-total	1,836,905.00	
3. Public Housing Dwelling Rental Income	1,094,620.00	Public housing operations
4. Other income (list below)	111,260.00	Public housing operations
Interest on General Funds Investments: 78,91.000		
Other income: Tenant Services 11,230.00		
Antenna Rental 1,500.00		
Laundry 18,6 20.00		
Late Charges 1000 .00		
4. Non-federal sources (list below)		
Sub-total	1,205,880.00	
Total resources	3,042,785.00	

3.PHAPoliciesGoverningEligibility,Selection,andAdmission s

[24CFRPart903.79(c)]

A.PublicHousing

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesubcomponent 3A.

(1)Eligibility

a. WhendoesthePHAverifyeligibilityforadmissiontopublichousing?(selectall thatapply)

- Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(state number) *eight*
- Whenfamiliesarewithinacertaintimeofbeingofferedaunit:(statetime)
- Other:(describe)

b. Wh ichnon -income(screening)factorsdoesthePHAusetoestablisheligibilityfor admissiontopublichousing(selectallthatapply)?

- CriminalorDrug -relatedactivity
- Rentalhistory
- Housekeeping
- Other(describe)

c. Yes No:DoesthePHArequestcriminalrecordsfromlocallaw enforcementagenciesforscreeningpurposes?

d. Yes No:DoesthePHArequestcrimin alrecordsfromStatelaw enforcementagenciesforscreeningpurposes?

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

(2)WaitingListOrganization

a. WhichmethodsdoesthePHAplantousestoorganizeitspublichousingwaitinglist (selectallthatapply)

- Community-widelist
- Sub-jurisdictionallists
- Site-basedwaiting lists
- Other(describe)

b. Wheremayinterestedpersonsapplyforadmissiontopublichousing?

- PHAmainadministrativeoffice
- PHAdevelopmentsitemanagementoffice
- Other(listbelow) *Mail*

c. If the PHA plan 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

The PHA does not plan to operate site-based waiting lists

1. How many site-based waiting lists will the PHA operate in the coming year? 0
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)? N/A
If yes, how many lists?
3. Yes No: May families be on more than one list simultaneously? N/A
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)? N/A
- PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

(3) Assignment

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

- One
 Two (*does not include efficiencies*)
 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 or any other than the primary public housing waiting list/s for the PHA : N/A

(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
 Over-housed
 Under-housed

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

c. Preferences

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

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

Former Federal preferences: *N/A*

- 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) *N/A*

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

1 Date and Time

Former Federal preferences: *N/A*

- 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) *N/A*

- 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)

4. Relationship of preferences to income targeting requirements: *N/A*

- 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 (see attachment ny039i01)

B. Section 8

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

(1) Eligibility

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

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

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug -related activity
- Other (describe below) ***Current and previous landlord's address and name if known.***

(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) ***Mail***

(3) Search Time

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

If yes, state circumstances below:

- *Occasionally, when a voucher holder can show extreme hardship in locating suitable housing.*

(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 the former Federal preferences or other preferences)

Former Federal preferences *N/A*

- 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) *N/A*

- 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)

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

1 Date and Time

Former Federal preferences *N/A*

- 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) *N/A*

- 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 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. 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 plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one) *N/A*

- 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) *N/A*

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

(5) Special Purpose Section 8 Assistance Programs -n/a

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)

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

- Through published notices
- Other (list below)

4.PHARentDeterminationPolicies

[24CFRPart903.79(d)]

A.PublicHousing

Exemptions:PHAthatdonotadministerpublichousingarenotrequiredto completesub-component 4A.

(1)IncomeBasedRentPolicies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

The PHA will not employ any discretionary rent setting policies for income based rent in public housing. Income based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

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

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below : *N/A*

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

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: *N/A*

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) ***When a participant changes rent choice to income based on rent and then their income increases, the income that would result in a tenant rent higher than the flat rent would be exempt.***

e. Ceiling rents ***No ceiling rents effective 09/30/02***

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

- 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)
N/A

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

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

- 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(listbelow)

f. Rentre -determinations:

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

Never

At family option

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(listbelow)

- Anytime the family experiences a change in family composition

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market -based flat rents, what sources of information did the PHA use to establish comparability?(select all that apply.)

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

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard?(select the category that best describes your standard)

At or above 90% but below 100% of FMR

100% of FMR

Above 100% but at or below 110% of FMR

Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply) *N/A*

- 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) *N/A*

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management - Not Required

[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)

A. PHA Management Structure N/A

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management N/A

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		

C.ManagementandMaintenancePolicies N/A

ListthePHA'spublichousingmanagementandmaintenancemaintenancepolicydocuments,manualsandhandbooks thatcontaintheAgency'srules,standards,andpoliciesthatgovernmaintenanceandmanagementof publichousing,includingadescriptionofanymeasuresnecessaryfortheventionoreradicationof pestinfestation(whichincludescockroachinfestation)andthepoliciesgoverningSection8 management.

(1)Public HousingMaintenanceandManagement:(listbelow)

(2)Section8Management:(listbelow)

6. **PHA Grievance Procedures** – *Not Required*

[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)

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

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) *ny039b01*

-or-

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

(2) Optional 5 -Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5 -Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) *ny039c01*

2001 Performance and Evaluation Report -ny039m01

2002 Performance and Evaluation Report -ny039n01

-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 on these questions for each grant)

1. Development name: **n/a**
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 "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

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

Demolition/Disposition Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/>	
Disposition <input type="checkbox"/>	
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (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. Timeline for activity:	
a. Actual or projected start date of activity:	
b. Projected end date of activity:	

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

[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 "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing a streamlined submission may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	<i>Riverview Towers, Centennial Terrace, Parkview Rise</i>
1b. Development (project) number:	<i>NY039-1,2,4</i>
2. Designation type:	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 <input checked="" type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<i>(31/03/03) changed</i>
5. If approved, will this designation constitute a (select one)	<input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously approved Designation Plan?
6. Number of units affected:	260
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

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

A. Assessment 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 "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete as streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

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

- Units addressed in a pending or approved HOPEVI demolition application
(date submitted or approved:)
- Units addressed in a pending or approved HOPEVI revitalization plan
(date submitted or approved:)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

Voluntary Conversion Required Initial Assessment – ny039101

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 "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

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

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: **n/a**

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) **n/a**

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

b. PHA -established eligibility criteria **n/a**

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

If yes, list criteria below:

12. PHA Community Service and Self -sufficiency Programs –not required

[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 –N/A

1. Cooperative agreements: **N/A**

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) **N/A**

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self -sufficiency services and programsto 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 N/A

(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) **N/A**

- 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 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs **N/A**

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				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/ PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s -N/A

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plan to take to achieve at least the minimum program size? **N/A**
 If no, list steps the PHA will take below:

C. Welfare Benefit Reductions –N/A

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

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

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

Community Service Policy – ny039j01

At the time of PHA Plan preparation, the Community Service Requirement remains suspended until further notice from HUD.

13.PHASafetyandCrimePreventionMeasures

[24CFRPart903.79(m)]

ExemptionsfromComponent13:HighperformingandsmallPHAsnotparticipatinginPHDEPand Section8OnlyPHAsmayskipcomponent15.HighPerformingandsmallPHAs thatare participatinginPHDEPandareshsubmittingaPHDEPPlanwiththisPHAPlanmayskipsub componentD.

A.Needformeasurestoensurethesafetyofpublichousingresidents N/A

1.Describetheneedformeasurestoensurethesafetyofpublichousingresidents

(selectallthatapply) N/A

- Highincidenceofviolentand/or drug -relatedcrimeinsomeorallofthePHA's developments
- High incidenceofviolentand/or drug -relatedcrimeintheareassurroundingor adjacenttothePHA'sdevelopments
- Residentsfearfulfortheirsafetyand/orthesafetyoftheirchildren
- Observedlower -levelcrime,vandalism and/orgraffiti
- Peopleonwaitinglistunwillingtomoveintooneormoredevelopmentsdueto perceivedand/oractuallevelsofviolentand/or drug -relatedcrime
- Other(describellow)

2.Whatinformationordatadidthe PHAusedtodeterminetheneedforPHAactions toimprovesafetyofresidents(selectallthatapply). N/A

- Safetyandsecuritysurveyofresidents
- Analysisofcrimestatisticsovertimeforcrimescommitted“inandaround” publichousingauthority
- Analysisofcosttrendsovertimeforrepairofvandalismandremovalofgraffiti
- Residentreports
- PHAemployeereports
- Policereports
- Demonstrable,quantifiablesuccesswithpreviousorongoinganticrime/anti drugprograms
- Other(describellow)

3.Whichdevelopmentsaremostaffected?(listbelow) N/A

B.CrimeandDrugPreventionactivitiesthePHAhasundertakenor plansto undertakeinthenextPHAfiscalyear

1.ListthecrimepreventionactivitiesthePHAhasundertakenorplanstoundertake:

(selectallthatapply) N/A

- Contractingwithoutsideand/orresidentorganizationsforthe provisionof crime-and/or drug -preventionactivities
- CrimePreventionThroughEnvironmentalDesign
- Activitiestargetedtoat -riskyouth,adults,orseniors

- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

C. Coordination between PHA and the police – N/A

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

- 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 FY2003 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY2003 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: _____)

14. RESERVED FOR PET POLICY

[24CFR Part 903.79(n)]

Pet Ownership Policy – attachment ny039k01

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

[24CFRPart903.79(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? **N/A**
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD? **N/A**
If not, when are they due (state below)? **N/A**

17. PHA Asset Management – *Not Required*

[24CFRPart903.79(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 descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24CFR 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:

- *Riverview Towers would like new tiles on bathroom floor, new refrigerators, and concrete work done on the steps.*
- *Parkview Rise would like new kitchen flooring. This is part of the next CFP.*
- *Parkview Rise would also like new lights in the dining area of their apartments. The PHA will consider this item in future Capital Fund budgets.*

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

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

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

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

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

2. Yes No: Was there a 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) *Self-petition*

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) ***Any adult resident residing at least 90 days prior to election.***

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) ***Any adult resident residing at least 90 days prior to election.***

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) ***New York State***

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 need for 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) ***Housing rehabilitation; apply for additional vouchers;***

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

- *The plan establishes supportive services and housing assistance as top priorities.*
- *The plan supports the Community Development Program and Capital Fund.*
- *The plan provides local government support for new construction, if applicable.*

D. Other Information Required by HUD

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

Attachments

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

PHA Plan Table Library

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

Annual Statement *See attachment ny039b01*
Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non -CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment -Nonexpendable	

Table Library

12	1470NondwellingStructures	
13	1475NondwellingEquipment	
14	1485Demolition	
15	1490ReplacementReserve	
16	1492MovingtoWorkDemonstration	
17	1495.1RelocationCosts	
18	1498ModUsedforDevelopment	
19	1502Contingency	
20	AmountofAnnualGrant(Sumoflines2 -19)	
21	Amountofline20RelatedtoLBPActivities	
22	Amountofline20RelatedtoSection504Compliance	
23	Amountofline20RelatedtoSecurity	
24	Amountofline20RelatedtoEnergyConservation Measures	

TableLibrary

Annual Statement *See attachment ny039b01*
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement *See attachment ny039b01*
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

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

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

Optional 5 -Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<i>See attachment ny039c01</i>				
Total estimated cost over next 5 years				

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition/disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>

Ogdensburg Housing Authority
Attachment: ny039j01

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.

5-Year Plan

PHA Goal: Improve the quality of assisted housing

Objectives: Improve voucher management: (SEMAP score)
Strive to maintain high score – Changed

PHA Goal: Provide an improved living environment

Objectives: Designate developments or buildings for particular resident groups
(elderly, persons with disabilities) **apply by 3/1/03** *Changed year*

Annual Plan

Component 1. Statement of Housing Needs

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

Updated number of families on waiting lists – public housing and Section 8 programs

Component 3. PHA Policies Governing Eligibility, Selection, and Admissions

B. Section 8, (3) Search Time a. Does the PHA give extensions on standard 60-day period to search for a unit? *Changed from not yes and added*

- *Occasionally, when a voucher holder can show extreme hardship in locating suitable housing.*

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

2. Activity Description

Activity Description Table - 4. Date this designation approved, submitted, or planned for submission: *(3/1/03) changed year in date*

Attachments

Revised Substantial Deviation Statement

CAPITAL FUND PROGRAM TABLES START HERE

Attachment: ny039b01

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

PHA Name: Ogdensburg Housing Authority	Grant Type and Number: Capital Fund Program No: NY06P03950103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
--	---	-------------------------------------

Original Annual Statement
 Reserved for Disasters/Emergencies
 Revised Annual Statement/Revision Number _____
 Performance and Evaluation Report for Program Year Ending 9/30/02
 Final Performance and Evaluation Report for Program Year Ending _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses				
3	1408 Management Improvements	46,500.00			
4	1410 Administration	46,500.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	32,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	484,734.00			
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	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (sums of lines 2-20)	\$609,734.00			
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				
26	Amount of Line 21 Related to Energy Conservation Measures				

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

PHA Name: Ogdensburg Housing Authority		Grant Type and Number: Capital Fund Program No: NY06P03950103 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	Tenant Relations Office (Salaries & Benefits)	1408		42,000.00				
	PHAS/Regulation Training & T/A	1408		1,000.00				
	Agency Annual Plan	1408		3,500.00				
	Administration of CFP	1410		46,000.00				
	Advertising for Bids	1410		500.00				
	A&E Fees & Planning Costs	1430		32,000.00				
NY 39-001	Riverview							
	Towers	1460		20,000.00				
NY 39-002	Centennial							
	Terrace	1460		214,797.00				
	Replace tile on main floor	1460		20,000.00				
NY 39-003	Belmont							
	Courts	1460		60,000.00				
	Roof repair	1460		89,937.00				
	Brick restoration & chimney point & seal	1460		80,000.00				
	TOTAL - 2003			\$609,734.00				

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

PHA Name: Ogdensburg Housing Authority			Grant Type and Number: Capital Fund Program No: NY06P03950103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
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	
Tenant Relations Office	6/30/2004			7/31/2004			
PHAS/Regulation Training	3/31/2005			4/30/2005			
Agency Annual Plan	3/31/2004			4/30/2004			
Administration of CFP	6/30/2004			7/31/2004			
Advertising for Bids	3/31/2005			4/30/2005			
NY 39-001 Riverview	3/31/2005			3/31/2006			
NY 39-002 Centennial	3/31/2005			3/31/2006			
NY 39-003 Belmont	3/31/2005			3/31/2006			

Capital Fund Program Five-Year Action Plan

Part I: Summary

Attachment: ny039c01

HA Name:						<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Revision No. _____
Ogdensburg Housing Authority							
Development Number/Name/HA- Wide	Year 1 2003	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5		
		FFY Grant: 2004 PHA FY: 2004	FFY Grant: 2005 PHA FY: 2005	FFY Grant: 2006 PHA FY: 2006	FFY Grant: 2007 PHA FY: 2007		
	Annual						
NY 39-001 Riverview Towers	Statement	90,000.00	241,297.00	45,842.00	55,000.00		
NY 39-002 Centennial Terrace		50,000.00	195,000.00	253,158.00	25,000.00		
NY 39-003 Belmont Courts		344,734.00	48,437.00	150,000.00	378,234.00		
NY 39-004 Parkview Rise		0.00	0.00	35,734.00	26,500.00		
HA-Wide Non-Physical Activities		125,000.00	125,000.00	125,000.00	125,000.00		
CFP Funds Listed for		\$609,734.00	\$609,734.00	\$609,734.00	\$609,734.00		
5-Year planning							
Replacement Housing							
Factor Funds							

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

Activities for Year 1	Activities for Year: 2 FFY Grant: 2004 PHA FY: 2004			Activities for Year: 2 FFY Grant: 2004 PHA FY: 2004		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
	NY 39-001 Riverview Towers	Main circuit breakers	35,000.00			
		Apartment lights	55,000.00			
		Total Riverview Towers	90,000.00			
	NY 39-002 Centennial Terrace	Apartment lights	50,000.00			
Annual		Total Centennial Terrace	50,000.00			
	NY 39-003 Belmont Courts	Curbing and sidewalks	154,000.00			
		Underground circulating heating & domestic hot water pipes	-			
		Apartment step replacement	100,000.00			
Statement		Additional crawl space entrances	45,734.00			
		Total Belmont Courts	344,734.00			
	HA - Wide	Management Improvements:				
		Tenant Relations Office-Sal & Bene.	42,000.00			
		PHAS/Regulation Training & T/A	1,000.00			
		Agency Annual Plan	3,500.00			
		Administration:				
		Administration of CFP-Sal & Bene.	46,000.00			
		Advertising	500.00			
		Fees & Costs:				
		A&E & Planning Fees	32,000.00			
		TOTAL HA-WIDE	125,000.00			
		TOTAL CFP ESTIMATED COST - 2004	\$609,734.00			0.00

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

Activities for Year 1	Activities for Year: 3 FFY Grant: 2005 PHA FY: 2005			Activities for Year: 3 FFY Grant: 2005 PHA FY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	NY 39-001 Riverview Towers	Upgrade public restrooms	20,000.00			
		Replace hallway & apartment tile	171,297.00			
		Upgrade fire alarm system	50,000.00			
		Total Riverview Towers	241,297.00			
Annual	NY 39-002 Centennial Terrace	Tub faucet replacement	30,000.00			
		Handicapped apartments	115,000.00			
		Upgrade fire alarm system	50,000.00			
		Total Centennial Terrace	195,000.00			
Statement	NY 39-003 Belmont Courts	Replace laundry dryer vents	30,000.00			
		Replace domestic hot water heating system	18,437.00			
		Total Belmont Courts	48,437.00			
	HA - Wide	Management Improvements:				
		Tenant Relations Office-Sal & Bene.	42,000.00			
		PHAS/Regulation Training & T/A	1,000.00			
		Agency Annual Plan	3,500.00			
		Administration:				
		Administration of CFP-Sal & Bene.	46,000.00			
		Advertising	500.00			
		Fees & Costs:				
		A&E & Planning Fees	32,000.00			
		TOTAL HA-WIDE	125,000.00			
		TOTAL CFP ESTIMATED COST - 2005	\$609,734.00			0.00

Capital Funds Program Five Year Action Plan
Part II: Supporting Pages--Work Activities

Activities for Year 1	Activities for Year: 4 FFY Grant: 2006 PHA FY: 2006			Activities for Year: 4 FFY Grant: 2006 PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	NY 39-001 Riverview Towers	Relace stoves	29,842.00			
		Public address system	16,000.00			
		Total Riverview Towers	45,842.00			
	NY 39-002 Centennial Terrace	Relace stoves	33,158.00			
		Public address system	16,000.00			
Annual		Replace hallway & apartment tile	204,000.00			
		Total Centennial Terrace	253,158.00			
	NY 39-003 Belmont Courts	Fire hydrant replacement	50,000.00			
		Crawl space fire doors	80,000.00			
		Install fire alarm system in crawl space	20,000.00			
Statement		Total Belmont Courts	150,000.00			
	NY 39-004 Parkview Rise	Public address system	11,297.00			
		Upgrade fire alarm system	24,437.00			
		Total Parkview Rise	35,734.00			
	HA - Wide	Management Improvements:				
		Tenant Relations Office-Sal & Bene.	42,000.00			
		PHAS/Regulation Training & T/A	1,000.00			
		Agency Annual Plan	3,500.00			
		Administration:				
		Administration of CFP-Sal & Bene.	46,000.00			
		Advertising	500.00			
		Fees & Costs:				
		A&E & Planning Fees	32,000.00			
		TOTAL HA-WIDE	125,000.00			
		TOTAL CFP ESTIMATED COST - 2006	\$609,734.00			

Capital Funds Program Five Year Action Plan
Part II: Supporting Pages--Work Activities

Activities for Year 1	Activities for Year: 5 FFY Grant: 2007 PHA FY: 2007			Activities for Year: 5 FFY Grant: 2007 PHA FY: 2007		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	NY 39-001 Riverview Towers	Upgrade trash handling equipment	25,000.00			
		Replace valves on heating system	30,000.00			
		Total Riverview Towers	55,000.00			
	NY 39-002 Centennial Terrace	Upgrade trash handling equipment	25,000.00			
		Total Centennial Terrace	25,000.00			
Annual	NY 39-003 Belmont Courts	Replace toilets and lavatories	125,000.00			
		Handicapped apartments	253,234.00			
		Total Belmont Courts	378,234.00			
	NY 39-004 Parkview Rise	Replace hallway carpeting	10,000.00			
		Parking lot light replacement	10,000.00			
Statement		Replace roof fan ventilating units	6,500.00			
		Total Parkview Rise	26,500.00			
	HA - Wide	Management Improvements:				
		Tenant Relations Office-Sal & Bene.	42,000.00			
		PHAS/Regulation Training & T/A	1,000.00			
		Agency Annual Plan	3,500.00			
		Administration:				
		Administration of CFP-Sal & Bene.	46,000.00			
		Advertising	500.00			
		Fees & Costs:				
		A&E & Planning Fees	32,000.00			
		TOTAL HA-WIDE	125,000.00			
		TOTAL CFP ESTIMATED COST - 2007	\$609,734.00			

Ogdensburg Housing Authority

Required Attachment ny039d01: Membership of the Resident Advisory Board or Boards

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

Tina Washburn

June McCoy

Francis Fitzgerald

Bonnie Dewey

Helen Stacy

Ogdensburg Housing Authority
PHA Plan Update for FYB 2003

Statement of Progress
Attachment: ny039e01

The Ogdensburg Housing Authority has been successful in achieving its mission and goals in the year 2002. Goals are either completed or on target for completion by the end of the year.

Concerning modernization, approximately \$507,454 was spent. Substantial rehabilitation was completed with the final 25% upgrading of family units. During FYB 2002, we have been able to finish the floors, windows and closet doors at our family project. They also received new refrigerators in all apartments. We have also undertaken a curbing and sidewalk project at the family project. The sanitary lines were replaced at two of our high rises. The high rises also received new community room kitchens. Parkview Rise, our elderly/disabled building, received new closet doors and we have scheduled them to receive new kitchens.

Concerning improving the quality of life, the OHA has maintained a tenant relations office. In addition, the rehabilitation of OHA developments has provided added quality of life to our residents.

To ensure compliance with the Public Housing Reform Act of 1998, every policy was reviewed and updated as needed. Most significant was the update to the Admissions and Occupancy Policy and the Section 8 Administrative Plan to incorporate the criminal/drug screening terminology as prescribed by HUD. In addition, the OHA adopted a Natural and National Disaster Policy.

Concerning ensuring equal opportunity outreach efforts have been made by making renewed partnerships with community groups and medical facilities.

Ogdensburg Housing Agency
Attachment: ny039f01

A. Substantial Deviation from the 5-Year Plan:

- Any change to the Mission Statement;
50% deletion from or addition to the goals and objectives as a whole; and
50% or more decrease in the quantifiable measurement of any individual goal or objective.

B. Significant Amendment or Modification to the Annual Plan:

- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement and/or the Capital Fund Program Annual Statement;
Any change in a policy or procedure that requires a regulatory 30 day posting, **such as changes in the Admission's policy, changes affecting rent or the organization of the Waiting List,**
Any **change being submitted** to HUD that requires a separate notification to residents, such as changes **in the** Hope VI, Public Housing Conversion, Demolition/Disposition, Designated Housing or **Public Housing** Homeownership programs; and
Any change **in policy or operations that is** inconsistent with the **applicable** Consolidated Plan.

Ogdensburg Housing Authority

Required Attachment ny039g01: Resident Member on the PHA Governing Board

1. 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:

June McCoy
Milton Aubrey

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

- Elected
 Appointed

C. The term of appointment is (include the date term expires): ***June McCoy - 2-1-03 and Milton Aubrey - 2-1-03 2 year terms***

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: ***02/01/03***

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

John Krol, City Manager

Ogdensburg Housing Authority
RASS Agency Follow-Up Plan
Attachment: ny039h01

COMMUNICATION

Establish Communication Linkages

The OHA will immediately develop and implement a schedule of regular group meetings with Residents, Resident Advisory Board, or meet individually with residents to discuss resident concerns and perceptions on issue. If situations which are identified as problems are improved, then it is believed that satisfaction with this service area should improve.

Resident-Oriented Service Training

The OHA will immediately schedule a training session, which will focus on Resident-oriented service delivery by OHA staff and personnel. This workshop will train OHA staff and personnel to effectively and politely communicate with residents.

Encourage Resident Involvement

Three of our four projects have Tenant Organizations that we support with funding for activities that fall within the scope of our agency, we allow the use of the community room facilities for such meetings and we have annual meetings with the Tenant Organization Presidents during which we discuss their concerns. The Presidents also contact management individually when they have an issue to discuss. However, we do not get involved with the personality conflict inherent in such organizations.

Our family project does not have a tenant organization. Many attempts have been made through flyers and newsletter articles to get one started, but there had been no tenant interest.

We will continue to meet with and provide appropriate funding for the existing Tenant Organizations. Also, we will continue to provide information on the Tenant Organization to the family project in the hopes that someone will show interest.

SAFETY

Crime Prevention Programs

The crime rate is very low in our area. The local Police Department will provide information regarding the Neighborhood Watch Program, which has been advertised in the local newspaper. Also, the OHA has provided information in the newsletter regarding this program, with no response from the residents.

Resident Screening

- Methods to increase resident screening in addition to the current screening for drug abuse and criminal behavior will be researched. These methods will focus on an applicant's past record as a tenant under previous leases. Reasonable improvements will be made if needed.
- As needed attempts will be made to contact our disabled tenants caseworkers to assist tenants to abide by the lease.
- Efforts will be made to communicate with residents to identify perceived screening problems versus actual screening problems.
- Tenants will continue to be encouraged to contact the agency when there are problems with other tenants. Analysis will be made for each contact to determine if improved screening could have prevented the problem. Reasonable efforts to improve screening based on this analysis will be made as needed.

Establish Communication Linkages

The OHA will immediately develop and implement a schedule of regular group meetings with Residents, Resident Advisory Board, or meet individually with residents to discuss resident concerns and perceptions on issue. If situations which are identified as problems are improved, then it is believed that satisfaction with this service area should improve.

Neighborhood Appearance

Establish Communication Linkages

The OHA will immediately develop and implement a schedule of regular group meetings with Residents, Resident Advisory Board, or meet individually with residents to discuss resident concerns and perceptions on this issue.

Pest Control and Trash Pick-up

The OHA has a contract with an exterminator who provides regularly scheduled pest treatments. Any specific complaint about pest infestation is handled on a call in basis. We immediately call the exterminator when a specific complaint regarding infestation has been received. We will continue to deal with pest related complaints as they are received from tenants.

Tenants are responsible for taking their own garbage to the trash room. When a tenant leaves garbage outside their apartment for any period of time and we receive a complaint, our maintenance staff will take it to the trash room and the tenant will be charged a fee. The maintenance staff also visually inspects the project on a daily basis and takes any trash to the trash room. Tenants may call the office to have any large items taken to the dump for a fee. The OHA also schedules a day semi-annually for free disposal of large items. All tenants are advised of the day in the monthly newsletter.

The OHA owns and operates a "MadVac" which is used on a regular basis to cleanup the project sites to eliminate the appearance of trash on the grounds.

Exterior of Buildings, Parking Areas and Recreation Facilities

The OHA continues to use Capital Fund money to renovate our buildings and grounds. In the past year, we have dedicated a significant amount of money to replace sidewalks and curbing in and around the projects and parking areas. We have scheduled exterior brick work to be completed as the Capital Fund budget allows. The OHA also sponsors a neighborhood beautification program in which we supply flowers to be planted by the tenants. Mid-summer we then have a panel of impartial judges view the grounds and selects the top three tenant areas for prizes.

Noise

The tenants are counseled at lease-up that they are responsible for their own household's abiding by the lease terms such as excess noise. The Executive Director responds to all complaints of noise received during business hours. After business hours, most tenants will bring the complaint to our attention the next day, at which point the Executive Director will respond. After 10:00 p.m., noise complaints may be call in to the local Police station as we have a noise ordinance. All complaints regarding noise are followed up by the Executive Director to determine if there is a lease violation that may require eviction.

Ogdensburg Housing Authority
Attachment: ny039i01

Component 3, (6) Deconcentration and Income Mixing

a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

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

Attachment:ny039a01

**DE-CONCENTRATION AND INCOME TARGETING POLICY
FOR THE
OGDENSBURG, NEW YORK HOUSING AUTHORITY**

DE-CONCENTRATION AND INCOME TARGETING POLICY
(of the Public Housing Admissions and Occupancy Policy)

Sub-Title A, Section 513 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA), establishes two interrelated requirements for implementation by Public Housing Authorities: (1) Economic De-concentration of public housing developments and (2) Income Targeting to assure that families in the “extremely low” income category are proportionately represented in public housing and that pockets of poverty are reduced or eliminated. In order to implement these new requirements the PHA must promote these provisions as policies and revise their Admission and Occupancy policies and procedures to comply.

Therefore, the Ogdensburg, New York Housing Authority (hereinafter referred to as PHA) hereby affirms its commitment to implementation of the two requirements by adopting the following policies:

A. Economic Deconcentration:

Admission and Continued Occupancy Policies are revised to include the PHA’s policy of promoting economic de-concentration. Implementation of this program may require the PHA to determine the median income of residents in each development, determine the average income of residents in all developments, compute the Established Income Range (EIR), determine developments outside the EIR, and provide adequate explanations and/or policies as needed to promote economic de-concentration.

Implementation may include one or more of the following options:

- Skipping families on the waiting list based on income;
- Establishing preferences for working families;
- Establish preferences for families in job training programs;
- Establish preferences for families in education or training programs;
- Marketing campaign geared toward targeting income groups for specific developments;
- Additional support services;
- Additional amenities for all units;
- Ceiling rents;
- Flat rents for developments and unit sizes;
- Different tenant rent percentages per development;
- Different tenant rent percentages per bedroom size;
- Saturday and evening office hours;
- Security Deposit waivers;
- Revised transfer policies;
- Site-based waiting lists;
- Mass Media advertising/Public service announcements; and
- Giveaways.

B. Income Targeting

As public housing dwelling units become available for occupancy, responsible PHA employees will offer units to applicants on the waiting list. In accordance with the Quality Housing and Work Responsibility Act of 1998, the PHA encourages occupancy of its developments by a broad range of families with incomes up to eighty percent (80%) of the median income for the jurisdiction in which the PHA operates. Depending on the availability of applicants with proper demographics, at a minimum, 40% of all new admissions to public housing **on an annual basis** may be families with incomes at or below thirty percent (30%) (extremely low -income) of the area median income. The offer of assistance will be made without discrimination because of race, color, religion, sex, national origin, age, handicap or familial status.

In order to implement the income targeting program, the following policy is adopted:

- ▶ The PHA may select, based on date and time of application and preferences, two (2) families in the extremely low -income category and two (2) families from the lower/ very low -income category alternately until the forty percent (40%) admission requirement of extremely low -income families is achieved (2plus2policy).
- ▶ After the minimum level is reached, all selections may be made based solely on date, time and preferences. Any applicants passed over as a result of implementing this 2plus2 policy will retain their place on the waiting list and will be offered a unit in order of their placement on the waiting list.
- ▶ To the maximum extent possible, the offers will also be made to affect the PHA's policy of economic de -concentration.
- ▶ The PHA reserves the option, at any time, to reduce the targeting requirement for public housing by no more than ten percent (10%), if it increases the target figure for its Section 8 program from the required level of seventy -five percent (75%) of annual new admissions to no more than eighty -five percent (85%) of its annual new admissions. (Optional for PHAs with both Section 8 and Public Housing programs)

OGDENSBURG HOUSING AUTHORITY

PET POLICY

Attachment: ny039k01

Section 227 of the Housing and Urban-Rural Recovery Act of 1983 provides for the ownership of pets in Federally assisted rental housing built exclusively for occupancy by the elderly and handicapped. All residents, who are eligible under Section 227 to keep a pet in housing owned and operated by the Ogdensburg Housing Authority, shall demonstrate that they have the physical and financial capability to care for a pet.

- A. Application for Pet Permit. Prior to housing any pet on premises governed by Section 227, the resident shall apply to the Ogdensburg Housing Authority for a pet permit, which shall be accompanied by the following:
 - 1. A current license issued by the appropriate authority, if applicable;
 - 2. Evidence that the pet has been spayed or neutered, as applicable;
 - 3. Evidence that the pet has received current rabies and distemper inoculations or boosters, as applicable;
 - 4. Payment of \$100.00 Damage Deposit required prior to approval of pet being housed. Pets already existing in the unit will be exempt from the Damage Deposit.

- B. Pet Rules and Regulations. All residents with pet permitted to be kept under Section 227 shall comply with the following rules:
 - 1. No more than one pet per apartment. Once pet shall mean 1 dog, 1 cat, or 1 bird cage. No gerbils, hamsters, snakes, reptiles or other exotic pets. Dog or cat shall not exceed 20 pounds when fully grown.
 - 2. Dogs must be licensed yearly with the City Clerk, City or Ogdensburg.
 - 3. Residents show proof of annual rabies and distemper booster inoculations.
 - 4. Vicious and/or intimidating dogs will not be allowed.
 - 5. All dogs and cats must be spayed or neutered, as applicable.

6. Dogs and cats shall remain inside the resident's unit. No animal shall be permitted to be loose in hallways, lobby areas, laundry rooms, community rooms, grounds or other common area of the facilities.
7. When taken outside the unit, dogs and cats must be kept on a leash, and controlled by an adult.
8. Pets are restricted to an area designated by the Authority to relieve themselves and that, if a pet relieves itself in places other than that area, the owner is required to remove the result.
9. Residents are solely responsible for cleaning up pet droppings, inside and outside the building. The waste must be disposed of by placing in a sac and put in a container provided by the Housing Authority OUTSIDE the building. DO NOT PUT ANY DROPPINGS IN COMPACTORS.
10. If pets are left unattended for a period of twelve (12) hours or more, the Housing Authority may enter the dwelling unit, remove the pet, and transfer it to the proper authorities.
11. Residents are responsible for all damages caused by their pets, including the cost of cleaning of carpets and/or fumigation.
12. Residents must identify an alternate custodian for pets in the event of resident illness or other absence from the dwelling unit. This identification of an alternate custodian must occur prior to the Authority issuing a pet registration period.
13. Three (3) or more complaints to this office about any animal will require the removal of such animal.
14. Containers for the disposal of pet waste will be provided by the Authority, in designated areas OUTSIDE the building.

The Ogdensburg Housing Authority accepts no responsibility for any animal under any circumstances. The resident has the sole responsibility for the pet, NO PERSONNEL, of the Housing Authority will have any part in the case of, cleaning up after, or supervision of the pet.

The privilege of maintaining a pet in a facility operated by the Ogdensburg Housing Authority shall be subject to all the conditions set forth above. This privilege may be revoked at any time if the animal shall become destructive, create a nuisance, represent a threat to the safety and security of other residents, or create a problem in the area of cleanliness and sanitation.

Failure to abide by these minimal rules and regulations as may be amended, supplemented, or changed by the Authority or HUD Regulations, will result in a directive to remove the animal from the Housing premises.

PET POLICY

Section 31 of the Housing and Urban-Rural Public Housing Reform Act of 1998 provides for the ownership of pets in Federally assisted rental housing. All residents, who are eligible under Section 31 to keep a pet in housing owned and operated by the Ogdensburg Housing Authority, shall demonstrate that they have the physical and financial capacity to care for a pet.

Any pet not registered with the Ogdensburg Housing Authority, yet is found to be living in family housing, will be cause for automatic eviction. All pets must be registered.

- A. Application for Pet Permit. Prior to housing any pet on premises governed by Section 31, the residents shall apply to the Ogdensburg Housing Authority for a pet permit which shall be accompanied by the following:
 - 1. A current license issued by the City clerks office in Ogdensburg.
 - 2. Evidence that the pet has been spayed or neutered.
 - 3. Evidence that the pet has received current rabies and distemper inoculations or boosters.
 - 4. Payment of \$100.00 Damage Deposit required prior to approval of pet being housed.

- B. Pet Rules and Regulations. All residents with pets permitted to be kept under Section 31 shall comply with the following rules:
 - 1. No more than one pet per apartment. One pet shall mean 1 dog, 1 cat, or 1 birdcage. No gerbils, hamsters, snakes, reptiles, or other exotic pets.
 - 2. Dogs must be licensed yearly with the City Clerk, City of Ogdensburg.
 - 3. Residents must show proof of annual rabies and distemper booster inoculations.
 - 4. All dogs and cats must be spayed or neutered.
 - 5. Dogs and cats shall remain inside the resident's unit. No animal shall be permitted to be loose on the grounds.

6. When taken outside the unit, dogs and cats must be kept on a leash, and controlled by an adult.
7. No resident shall keep, raise, train, breed, or maintain any pet of any kind at any location, either inside or outside the dwelling unit, for any commercial purposes.
8. Residents are solely responsible for cleaning up pet droppings, inside and outside the building. The waste must be disposed of by placing in a sack and put in a container provided by the Housing Authority OUTSIDE the Trash Room. DO NOT PUT ANY DOPPING IN THE COMPACTOR.
9. If pets are left unattended for a period of twelve (12) hours or more, the Housing Authority may enter the dwelling unit, remove the pet, and transfer it to the proper authorities.
10. Residents are responsible for all damages caused by their pets, including the cost of cleaning of carpets and/or fumigation.
11. Residents must identify an alternative custodian for pets in the event of resident illness or other absence from the dwelling. This identification of an alternate custodian must occur prior to the Authority issuing a pet registration permit.
12. Three (3) or more complaints to this office about any animal will require the removal of such animal.
13. A fifty dollar (\$50.00) fine will be imposed on the tenant owning a dog that leaves droppings in another tenants yard and is not cleaned up immediately.
14. Containers for the disposal of pet waste will be provided by the Authority, in designated areas OUTSIDE the building.
15. No pet owner shall permit his or her pet to disturb, interfere with, or diminish the peaceful enjoyment of the pet owner's neighbors or other residents. The terms disturb, interfere with, or diminish shall include but not be limited to barking, howling, biting, scratching, chirping and other activities of a disturbing nature.

16. The pet owner shall take the precautions and measures necessary to eliminate pet odors within the around the dwelling unit, and shall maintain the dwelling unit in a sanitary condition at all times, as determined by the PHA.
17. No pet owner shall alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet.
18. The tenant shall pay a twenty dollar (\$20.00) service charge for any maintenance call that is unable to be completed because of a pet in the household. This includes Housing staff and/or service people needed to enter the residence at the request of the Housing Authority.
19. The refundable pet deposit will be placed in an escrow account and the PHA will refund the unused portion, plus any accrued interest, to the resident within 30 days after the pet owners move from the dwelling unit or no longer owns or keeps a pet in the dwelling unit.
20. All residents are prohibited from feeding, housing or caring for pets belonging to other people or stray animals. Such action will constitute having a pet without permission of the PHA
21. If a resident, including a pet owner, breaches any of the rules set forth above, the PHA may revoke the pet permit and evict the resident or pet owner.

The Ogdensburg Housing Authority accepts no responsibility for any animal under any circumstances. The resident as the sole responsibility for the pet, NO PERSONNEL of the Housing Authority will have any part in the care of, cleaning up after, or supervision of the pet.

The privilege of maintaining a pet in a facility operated by the Ogdensburg Housing Authority shall be subject to all the conditions set forth above. This privilege may be revoked at any time if the animal should become destructive, create a nuisance, represent a threat to the safety and security of other residents, or create a problem in the area of cleanliness and sanitation.

I have read and understand the above Pet Ownership rules and agree to abide by them.

Resident Signature _____ Date _____

Type of Animal _____

Breed of Animal _____

Name of Pet _____

Description of Pet _____
color size weight sex

Alternate Custodian _____
Name address phone #

OGDENSBURG HOUSING AUTHORITY
Attachment: ny039101

Agency Plan Component 10 (B) Voluntary Conversion Initial Assessment

A. How many of the PHA's developments are subject to the Required Initial Assessments?

Only one of the public housing developments is subject to the required initial assessment.

NYO39003 126 units

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)?

Three developments are exempt. The three exempt developments are mixed occupancy.

NYO39001 100 units
NYO39002 110 units
NYO39004 50 units

C. How many Assessments were conducted for the PHA's covered developments?

One assessment was conducted for the covered development.

D. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

The PHA has determined that conversion is not appropriate for any developments at this time.

E. If the PHA has not completed the Required Initial Assessment describe the status of these assessments.

Not applicable. The PHA has completed the Required Initial Assessment.

CAPITAL FUND PROGRAM TABLES START HERE

Attachment: ny039m01

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

PHA Name: Ogdensburg Housing Authority	Grant Type and Number: Capital Fund Program No: NY06P03950101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
--	---	-------------------------------------

Original Annual Statement
 Reserved for Disasters/Emergencies
 Revised Annual Statement/Revision Number _____
 Performance and Evaluation Report for Program Year Ending **9/30/02**
 Final Performance and Evaluation Report for Program Year Ending _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses				
3	1408 Management Improvements	50,940.00	45,396.42	45,396.42	45,396.42
4	1410 Administration	48,000.00	46,543.34	46,543.34	46,543.34
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	35,000.00	25,000.00	25,000.00	23,984.10
8	1440 Site Acquisition				
9	1450 Site Improvement	0.00	115,756.70	115,756.70	112,347.71
10	1460 Dwelling Structures	430,997.00	323,480.54	323,480.54	252,002.79
11	1465.1 Dwelling Equipment-Nonexpendable	32,000.00	49,140.00	49,140.00	49,140.00
12	1470 Nondwelling Structures	42,000.00	33,620.00	33,620.00	33,620.00
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	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (sums of lines 2-20)	\$638,937.00	\$638,937.00	\$638,937.00	\$563,034.36
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				
26	Amount of Line 21 Related to Energy Conservation Measures				

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

PHA Name: Ogdensburg Housing Authority		Grant Type and Number: Capital Fund Program No: NY06P03950101 Replacement Housing Factor Grant No:						Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
HA-Wide	Tenant Relations Office	1408		46,900.00	42,256.42	42,256.42	42,256.42		
	Capital fund training	1408		1,000.00	0.00	0.00	0.00		
	Agency Annual Plan	1408		3,040.00	3,140.00	3,140.00	3,140.00		
	Administration of CFP	1410		47,500.00	46,233.66	46,233.66	46,233.66		
	Advertising for Bids	1410		500.00	309.68	309.68	309.68		
	A&E Fees	1430		35,000.00	25,000.00	25,000.00	23,984.10		
NY 39-001									
Riverview	Replace cast iron waste lines	1460		65,000.00	29,862.21	29,862.21	962.21		
Towers	Replace toilets	1460		17,326.00	0.00	0.00	0.00		
	Renovate community room kitchen	1470		10,000.00	10,000.00	10,000.00	10,000.00		
	New flooring in front entrance & recycling room	1470		8,000.00	10,290.00	10,290.00	10,290.00		
NY 39-002									
Centennial	Replace cast iron waste lines	1460		65,000.00	28,900.00	28,900.00	0.00		
Terrace	Exterior walls	1470		0.00	4,300.00	4,300.00	4,300.00		
	Renovate community room kitchen	1470		12,000.00	9,030.00	9,030.00	9,030.00		
NY 39-003									
Belmont	Replace curbs & sidewalks	1450		0.00	115,756.70	115,756.70	112,347.71		
Courts	Replace underlayment & tile	1460		90,000.00	90,000.00	90,000.00	90,000.00		
	Replace closet doors	1460		10,000.00	10,000.00	10,000.00	0.00		
	New windows	1460		125,671.00	91,969.00	91,969.00	88,291.25		
	Domestic hot water lines	1460		38,000.00	44,996.33	44,996.33	44,996.33		
	Refrigerators	1465		32,000.00	49,140.00	49,140.00	49,140.00		
	Point & seal chimneys	1470		12,000.00	0.00	0.00	0.00		
NY 39-004									
Parkview Rise	Replace closet doors	1460		20,000.00	27,753.00	27,753.00	27,753.00		
TOTAL - 2001				\$638,937.00	\$638,937.00	\$638,937.00	\$563,034.36	88% Complete	

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule**

PHA Name: Ogdensburg Housing Authority			Grant Type and Number: Capital Fund Program No: NY06P03950101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001	
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	
Tenant Relations Office	3/31/2002		6/30/2001	4/30/2002	9/30/2002		
Training	9/30/2002		9/30/2001	10/31/2002	12/31/2002		
Agency Annual Plan	3/31/2002		9/30/2001	4/30/2002	6/30/2002		
Administration of CFP	3/31/2002		6/30/2001	4/30/2002	9/30/2002		
Advertising for Bids	9/30/2002		6/30/2001	10/31/2002	6/30/2004		
A&E	9/30/2002		9/30/2001	10/31/2002	6/30/2004		
NY 39-001 Riverview	9/30/2002	12/31/2002		3/31/2004	6/30/2004		
NY 39-002 Centennial	9/30/2002	12/31/2002		3/31/2004	6/30/2004		
NY 39-004 Belmont	9/30/2002	12/31/2002		3/31/2004	6/30/2004		
NY 39-004 Parkview	9/30/2002	12/31/2002		3/31/2004	6/30/2004		

CAPITAL FUND PROGRAM TABLES START HERE

Attachment: ny039n01

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

PHA Name: Ogdensburg Housing Authority	Grant Type and Number: Capital Fund Program No: NY06P03950102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserved for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement/Revision Number _____
<input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 9/30/02	<input type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending _____	

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses				
3	1408 Management Improvements	46,500.00	46,500.00	45,500.00	8,069.36
4	1410 Administration	46,500.00	46,500.00	46,500.00	7,399.96
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	25,000.00	28,900.00	28,900.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	491,734.00	487,834.00	0.00	0.00
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	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (sums of lines 2-20)	\$609,734.00	\$609,734.00	\$120,900.00	\$15,469.32
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				
26	Amount of Line 21 Related to Energy Conservation Measures				

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

PHA Name: Ogdensburg Housing Authority		Grant Type and Number: Capital Fund Program No: NY06P03950102 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	Tenant Relations Office	1408		42,000.00	42,000.00	42,000.00	8,069.36		
	PHAS/Regulation Training	1408		1,000.00	1,000.00	0.00	0.00		
	Agency Annual Plan	1408		3,500.00	3,500.00	3,500.00	0.00		
	Administration of CFP	1410		46,000.00	46,000.00	46,000.00	7,378.76		
	Advertising for Bids	1410		500.00	500.00	500.00	21.20		
	A&E Fees	1430		25,000.00	28,900.00	28,900.00	0.00		
NY 39-001									
Riverview									
Towers	Windows	1460		331,734.00	327,834.00	0.00	0.00		
NY 39-002									
Centennial									
Terrace	Thermostats	1460		90,000.00	90,000.00	0.00	0.00		
NY 39-004									
Parkview									
Rise	Kitchens	1460		70,000.00	70,000.00	0.00	0.00		
TOTAL - 2002						\$609,734.00	\$609,734.00	\$120,900.00	\$15,469.32

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

PHA Name: Ogdensburg Housing Authority			Grant Type and Number: Capital Fund Program No: NY06P03950102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002
Development No. 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	
Tenant Relations Office	3/31/2003			4/30/2003			
PHAS/Regulation Training	9/30/2003			10/31/2003			
Agency Annual Plan	3/31/2003			4/30/2003			
Administration of CFP	3/31/2003			4/30/2003			
Advertising for Bids	9/30/2003			10/31/2003			
NY 39-001 Riverview	12/31/2003			3/30/2005			
NY 39-002 Centennial	12/31/2003			3/30/2005			
NY 39-004 Parkview	12/31/2003			3/30/2005			