

# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2003

**Thomasville Housing Authority's (NC 071)**

**5-Year and Annual Plans**

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

## **PHA Plan Agency Identification**

**PHA Name:** Thomasville Housing Authority

**PHA Number:** NC 71

**PHA Fiscal Year Beginning: (mm/yyyy)** 01/2003

### **Public Access to Information**

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

- X      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)

- X      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)

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- X      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)

**B. Goals**

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

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

- X      PHA Goal: Expand the supply of assisted housing  
Objectives:  
X      Apply for additional rental vouchers:  
X      Reduce public housing vacancies:  
X      Leverage private or other public funds to create additional housing opportunities:  
X      Acquire or build units or developments  
Other (list below)

*THA continues to pursue additional rental vouchers and to pursue possible mixed financing for a potential new homeownership venture.*

- X      PHA Goal: Improve the quality of assisted housing  
Objectives:  
X      Improve public housing management: (PHAS score)  
X      Improve voucher management: (SEMAP score)  
X      Increase customer satisfaction:  
X      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)

*THA received a 96.0 on its Section 8 Management Assessment score, making it a High Performer under SEMAP.*

- X PHA Goal: Increase assisted housing choices  
Objectives:
- X Provide voucher mobility counseling:
  - X Conduct outreach efforts to potential voucher landlords
  - X Increase voucher payment standards
  - Implement voucher homeownership program:
  - X Implement public housing or other homeownership programs:
  - Implement public housing site-based waiting lists:
  - Convert public housing to vouchers:
  - Other: (list below)

*THA is continuing to pursue a possible homeownership program.*

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

- X PHA Goal: Provide an improved living environment  
Objectives:
- X Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - X Implement public housing security improvements:  
Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - X Other: (list below)  
THA currently has one development, Liberty Arms Apartments (65 units), which is designated specifically for the elderly and persons with disabilities. Another development, Trinity East Apartments (60 units), though not specified for the elderly or persons with disabilities, consists of 60% elderly and persons with disabilities. More units at Trinity East Apartments can be made available for the elderly and persons with disabilities as the need arises as identified through the waiting list.

*THA has adopted rent policies to support and encourage work, and is implementing a Community Service Policy.*

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

- X PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
- X Increase the number and percentage of employed persons in assisted families:
  - X Provide or attract supportive services to improve assistance recipients' employability:
  - X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - Other: (list below)

*THA is continuing to provide a Section 8 Family Self-Sufficiency (FSS) Program which includes regular informational seminars for residents as well as self-sufficiency services. THA is continuing to provide a Family Self-Sufficiency Coordinator.*

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

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
- X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:  
Other: (list below)

*THA has and will continue to take affirmative measures to ensure equal opportunity and fair housing.*

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

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

X **Standard Plan**

## **Streamlined Plan:**

**High Performing PHA  
Small Agency (<250 Public Housing Units)  
Administering Section 8 Only**

## **Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Thomasville Housing Authority has implemented the following initiatives and policies to further its mission “to promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination” for the needy residents of Thomasville: 1) a policy to deconcentrate poverty and income mixing, thereby bringing higher income residents to lower income developments and bringing lower income residents to higher income developments; 2) a policy which allows residents to pay a flat rent to encourage those who are trying to become self-sufficient; and 3) a policy to assist families whom are unable to meet minimum rent requirements due to extreme hardships.

In addition to the new policies and initiatives outlined above, THA has had in place many other policies and implemented many initiatives which have been supportive of its mission including, the One Strike and You're Out policy, implementation of the FSS program, and collaboration with the local police department under the PHDEP program for on-site police protection. THA also has several initiatives in the planning phase that will continue to promote its goals and mission. These include the establishment of a public housing homeownership program which could be combined with a mixed-finance development in the next several years, the acquisition of more Section 8 Certificates/Vouchers to meet the needs of Thomasville residents, and the possible application for the Resident Opportunities and Self-Sufficiency Program.

The Thomasville Housing Authority has accurately outlined its plans for the next year in the following documents, however, because THA works closely with residents and local social service agencies to best meet the needs of its residents, the need may arise to implement unforeseen policies, programs and/or initiatives based on community and resident needs.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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#### Attachments

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

#### Required Attachments:

- X Progress in Meeting Mission and Goals of 5-Year Plan – *See 5-Year Plan, pages 1 - 3*
- X Admissions Policy for Deconcentration - Attachment A
- X FY 2002 Capital Fund Program Annual Statement - Attachment B
- N/A Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- X Community Service Policy – Attachment C
- X Pet Policy – Attachment D
- X Resident Membership of Governing Board – Attachment E
- X Members of Resident Advisory Board – Attachment F

#### Optional Attachments:

- X PHA Management Organizational Chart – Attachment O
- X FY 2002 Capital Fund Program 5 Year Action Plan - Attachment G
- X Voluntary Conversion Required Initial Assessments - Attachment H
- X Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) – Attachment I
- X Other (List below, providing each attachment name)
- 1. Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan - Attachment J
- 2. PHA Certifications of Compliance with the PHA Plans and Related Regulations / Board Resolution to Accompany the PHA Plan – Attachment K
- 3. Evidence of Community Meeting and Public Hearing – Attachment L
- 4. Definition of Substantial Deviation and Significant Amendment or Modification – Attachment M
- 5. PHDEP/Capital Fund Required Certifications/Forms – Attachment N

# Supporting Documents Available for Review

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

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



X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
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 X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition 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 homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program 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
X	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
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca-ti on
Income <= 30% of AMI	5,890	5	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	5,661	5	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	9,311	4	N/A	N/A	N/A	N/A	N/A
Elderly	1,652	3	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A

*\*Thomasville Housing Authority (THA) used the Consolidated Plan for North Carolina and the U.S. Census CHAS data to complete the above chart. The data is not available in a way that could be translated into the above chart. THA's waiting list provides a better indication of specific housing needs for the local housing market.*

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- X Consolidated Plan of the Jurisdiction/s – North Carolina  
Indicate year: 2001-2005
- X U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS")  
dataset  
American Housing Survey data  
Indicate year:

Other housing market study

Indicate year:

Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one) Section 8 tenant-based assistance X Public Housing Combined Section 8 and Public Housing 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	44		16.31
Extremely low income <=30% AMI	41	93.1	
Very low income (>30% but <=50% AMI)	3	6.8	
Low income (>50% but <80% AMI)	0	0	
Families with children	20	40.9	
Elderly families	13	29.5	
Families with Disabilities	7	15.9	
Race/ethnicity	25 (White)	56.8	
Race/ethnicity	18 (Black)	40.9	
Race/ethnicity	1 (Hispanic)	2.2	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	23	52.2	11
2 BR	10	22.7	25
3 BR	10	22.7	33
4 BR	1	2.3	9
5 BR	0	0	0
5+ BR	0	0	0
Is the waiting list closed (select one)? X No Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? No Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes			

### **Housing Needs of Families on the Waiting List**

Waiting list type: (select one)			
X Section 8 tenant-based assistance			
Public Housing			
Combined Section 8 and Public Housing			
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	152		
Extremely low income <=30% AMI	129	84.9	
Very low income >30% but <=50% AMI)	21	13.8	
Low income >50% but <80% AMI)	2	1.3	
Families with children	111	73.0	
Elderly families	31	20.4	
Families with Disabilities	20	13.1	
Race/ethnicity	74 (White)	48.6	
Race/ethnicity	75 (Black)	49.3	
Race/ethnicity	1 (Hispanic)	.6	
Race/ethnicity	2 (Indian)/ 1 (Asian)	1.3 / .6	
Is the waiting list closed (select one)? No X Yes			
If yes:			
How long has it been closed (# of months)? 2			
Does the PHA expect to reopen the list in the PHA Plan year? X No Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? X No Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

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

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

Select all that apply

- X Apply for additional section 8 units should they become available  
Leverage affordable housing resources in the community through the creation of mixed - finance housing
- X Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- X Other: (list below)  
As part of a possible new homeownership venture, THA will continue to pursue the possibility of mixed finance housing.

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

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

Select all that apply

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

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

Need: Specific Family Types: The Elderly

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

Select all that apply

- X Seek designation of public housing for the elderly
- X Apply for special-purpose vouchers targeted to the elderly, should they become available
- X Other: (list below)  
THA currently has one development, Liberty Arms Apartments (65 units), which is designated specifically for the elderly and persons with disabilities. Another development, Trinity East Apartments (60 units), though not specified for the elderly or persons with disabilities, consists of 60% elderly and persons with disabilities. More units at Trinity East Apartments can be made available for the elderly and persons with disabilities as the need arises as identified through the waiting list.

Need: Specific Family Types: Families with Disabilities

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☒ **Seek designation of public housing for families with disabilities**
- ☒ **Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing**
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: (list below)  
THA currently has one development, Liberty Arms Apartments (65 units), which is designated specifically for the elderly and persons with disabilities. Another development, Trinity East Apartments (60 units), though not specified for the elderly or persons with disabilities, consists of 60% elderly and persons with disabilities. More units at Trinity East Apartments can be made available for the elderly and persons with disabilities as the need arises as identified through the waiting list.

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

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

Select if applicable

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

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

Select all that apply

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

**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
- X Influence of the housing market on PHA programs
  - X Community priorities regarding housing assistance
  - X Results of consultation with local or state government
  - X Results of consultation with residents and the Resident Advisory Board
  - X Results of consultation with advocacy groups
- Other: (list below)

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>		
a) Public Housing Operating Fund	\$472,177	
b) Public Housing Capital Fund	\$419,896	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$484,356	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	All prior year grant funds will be obligated by 12/31/02.	
<b>3. Public Housing Dwelling Rental Income</b>	\$385,564.61	PHA Operations
<b>4. Other income (list below)</b>		
Excess utilities, other income	\$33,854.16	PHA Operations
Interest income	\$35,087.10	PHA Operations
<b>4. Non-federal sources (list below)</b>		
<b>Total Resources</b>	<b>\$1,830,934.87</b>	

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

[24 CFR Part 903.7 9 (c)]

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

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

When families are within a certain number of being offered a unit: (state number)

When families are within a certain time of being offered a unit: (state time)

X Other: (describe)

The applicant is notified promptly by the Thomasville Housing Authority that they are eligible for low-income housing and the approximate date they can be housed upon determination of eligibility and after verification of all claims and information provided on the application, including preferences.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

X Criminal or Drug-related activity

X Rental history

X Housekeeping

X Other (describe)

1. Who qualify as a family.

2. Whose family composition conforms to the subsidy standards which are appropriate to the vacant unit.

3. Who have no record of disturbance of neighbors, destruction of property, or living or housekeeping habits at prior residences which would adversely affect the health, safety or welfare of other residents.

4. Whose lease has not been terminated by THA within three years of the application date.

5. Who are a least 18 years old.

6. Who has met the disclosure, documented verification and certification requirements for disclosure of Social Security numbers.

7. Who are citizens, or noncitizens who have eligible immigration status.

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

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

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

##### **(2)Waiting List Organization**

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

X Community-wide list

Sub-jurisdictional lists

Site-based waiting lists



Other (describe)

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

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

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

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

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

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

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?  
PHA main administrative office  
All PHA development management offices  
Management offices at developments with site-based waiting lists  
At the development to which they would like to apply  
Other (list below)

**(3) Assignment**

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

- X One  
Two  
Three or More

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

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

An applicant on the Section 8 waiting list may refuse an initial offer of a Certificate if the family wants to wait for a Voucher. The family will not lose its place on the waiting list because of the refusal. The family may refuse an initial offer of a Voucher if the family wants to wait for a Certificate. If the family refuses the second form of assistance, the HA will remove the family's name from the waiting list.

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
  - X Overhoused
  - X Underhoused
  - X Medical justification
  - Administrative reasons determined by the PHA (e.g., to permit modernization work)
  - X Resident choice: (state circumstances below)  
Proximity of residents job or health
  - X Other: (list below)
- To alleviate hardships, as determined by the Executive Director or her official designated representative.

c. Preferences

1. X Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
  - Veterans and veterans' families
  - X Residents who live and/or work in the jurisdiction
  - Those enrolled currently in educational, training, or upward mobility programs
  - Households that contribute to meeting income goals (broad range of incomes)
  - Households that contribute to meeting income requirements (targeting)
  - Those previously enrolled in educational, training, or upward mobility programs
  - X Victims of reprisals or hate crimes
  - X Other preference(s) (list below)
- THA will extend preference to Elderly Families, including Disabled Persons and Handicapped Persons over Single Persons on the waiting list.

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

3 Date and Time

Former Federal preferences:

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

1 High rent burden

Other preferences (select all that apply)

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

2 Other preference(s) (list below)

THA will extend preference to Elderly Families, including Disabled Persons and Handicapped Persons over Single Persons on the waiting list.

\*\* Within each former federal preference category above, preference will be given to families who qualify for the local preferences (those preferences indicated as second priority under "Other preferences") listed above.

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- X 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)

- X The PHA-resident lease
- X 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)

- X At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- X Other (list)
- The resident need only report changes in total family income or family composition that result in lower rent except as follows:
- Loss or addition to family composition due to birth, death, marriage, divorce, separation, or removal or other continuing circumstances, and inclusion of income, if any, of such family member.
- Income of current family member who becomes employed and/or income of family member who turns 18 years of age during the year.
- Commencement, discontinuance, or alteration of any periodic payments such as Welfare

4. payments, SSL, Pensions, or Social Security.  
5. Any type of new income to the family household that was not previously reported.  
To correct an error in connection with a previous rent determination.

## **(6) Deconcentration and Income Mixing**

- a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?
- c. If the answer to b was yes, what changes were adopted? (select all that apply)  
Adoption of site-based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- Other (list policies and developments targeted below)
- d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?
- e. If the answer to d was yes, how would you describe these changes? (select all that apply)
- Additional affirmative marketing  
Actions to improve the marketability of certain developments  
Adoption or adjustment of ceiling rents for certain developments  
Adoption of rent incentives to encourage deconcentration of poverty and income-mixing  
Other (list below)
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)  
Not applicable: results of analysis did not indicate a need for such efforts  
List (any applicable) developments below:
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)  
Not applicable: results of analysis did not indicate a need for such efforts  
List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- ☐ Criminal or drug-related activity only to the extent required by law or regulation
  - ☒ Criminal and drug-related activity, more extensively than required by law or regulation
  - ☐ More general screening than criminal and drug-related activity (list factors below)
  - ☐ Other (list below)
- b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
  - ☒ Other (describe below)  
Rent Evictions

### (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) Department of Social Services

### (3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?
- If yes, state circumstances below:
1. Progress a family has made toward leasing a unit.
  2. Disability; and/or
  3. Other hardships as approved by Executive Director or his designee.

(4) Admissions Preferences

a. Income targeting

X 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. X Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
  - Veterans and veterans' families
  - X Residents who live and/or work in your jurisdiction
  - Those enrolled currently in educational, training, or upward mobility programs
  - Households that contribute to meeting income goals (broad range of incomes)
  - Households that contribute to meeting income requirements (targeting)
  - Those previously enrolled in educational, training, or upward mobility programs
  - X Victims of reprisals or hate crimes
  - X Other preference(s) (list below)
- THA will extend a preference to Elderly Families, including Disabled Persons and Handicapped Persons over Single Persons on the waiting list.

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

3 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

THA will extend a preference to Elderly Families, including Disabled Persons and Handicapped Persons over Single Persons on the waiting list.

\*\* Within each former federal preference category above, preference will be given to families who qualify for the local preferences (those preferences indicated as second priority under "Other preferences") listed above.

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

- X 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)

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

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

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

**(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- X Through published notices
  - Other (list below)

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

- X 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  
X \$26-\$50

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

X For household heads

X For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

X Other (describe below)

Payments received for the care of foster children or foster adults

Lump-sum additions to family assets, such as inheritances, insurance payments, capital gains and settlement for personal or property losses

Amounts received by the family, that are specifically for, or in reimbursement of, the cost of medical expenses for any family member

Income of a live-in-aide, defined as a person who resides with an elderly, disabled, or handicapped person(s), and who is determined by the PHA to be essential to the care and well-being of the person, is not obligated for support of the person(s), and would not be living in the



5. unit except to provide necessary supportive services
6. The full amount of student financial assistance paid directly to the student or to the educational institution
7. The special pay to a family member serving in the Armed Forces who is exposed to hostile fire
8. Amounts received under training programs funded by HUD
9. Temporary, non-recurring or sporadic income
10. For all initial determination and reexaminations of income carried out on or after April 23, 1993, reparation payments paid by a foreign government pursuant to claims filed under the laws of that government by persons who were persecuted during the Nazi era
11. Earnings in excess of \$480 for each full-time student 18 years old or older (excluding the head of household and spouse)
12. Adoption assistance payments in excess of \$480 per adopted child
13. Earnings and benefits to any resident resulting from the participation in a program providing employment training and supportive services in accordance with the Family Support Act of 1988, section 22 of the US Housing Act of 1937, or any comparable Federal, State, or local law during the exclusion period
14. Deferred periodic payments of supplemental security income and social security benefits that are received in a lump sum payment
15. Amounts received by the family in the form of refunds or rebates under state or local law for property taxes paid on the dwelling unit
16. Amounts paid by a State agency to a family with a developmentally disabled family member living at home to offset the cost of services and equipment needed to keep the developmentally disabled family member at home
17. Amounts specifically excluded by any other Federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under the US Housing Act of 1937.

e. Ceiling rents

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

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

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

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

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

Market comparability study  
 Fair market rents (FMR)  
 95<sup>th</sup> percentile rents

75 percent of operating costs  
 100 percent of operating costs for general occupancy (family) developments  
 Operating costs plus debt service  
 The "rental value" of the unit  
 Other (list below)

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- X Other (list below)

The resident need only report changes in total family income or family composition that result in lower rent except as follows:

1. Loss or addition to family composition due to birth, death, marriage, divorce, separation, or removal or other continuing circumstances, and inclusion of income, if any, of such family member.
2. Income of current family member who becomes employed and/or income of family member who turns 18 years of age during the year.
3. Commencement, discontinuance, or alteration of any periodic payments such as Welfare payments, SSI, Pensions, or Social Security.
4. Any type of new income to the family household that was not previously reported.
5. To correct an error in connection with a previous rent determination.

g. Yes X 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.)

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

**B. Section 8 Tenant-Based Assistance**

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

## **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)
- X Not less than 80% of the published Section 8 existing FMR

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

- X 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
- X Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

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

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

- X 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)

- X Success rates of assisted families
- X 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
- X \$26-\$50

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this

section. Section 8 only PHAs must complete parts A, B, and C(2)

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

Describe the PHA's management structure and organization.

(select one)

X An organization chart showing the PHA's management structure and organization is attached. See Attachment O.

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

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	253 families	103 vacancies
Section 8 Vouchers	95	20 families
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. Management and Maintenance Policies**

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

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

Thomasville Housing Authority Admission and Continued Occupancy Policy Handbook

(2) Section 8 Management: (list below)

Thomasville Housing Authority Administrative Plan

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

### **B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

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

X PHA main administrative office  
Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

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

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

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

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

Select one:

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

-or-

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

**(2) Optional 5-Year Action Plan**

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

a. X 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:

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

-or-

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

## **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

Revitalization Plan under development  
 Revitalization Plan submitted, pending approval  
 Revitalization Plan approved  
 Activities pursuant to an approved Revitalization Plan underway

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

X Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
THA is considering the purchase of land to build a mixed-finance development as part of THA's public housing homeownership program, which is still in the development process.

If yes, list developments or activities below: All

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

Yes X 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.) N/A

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition Disposition
3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>

5. Number of units affected: 6. Coverage of action (select one) Part of the development 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**

[24 CFR Part 903.7 9 (i)]

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

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Liberty Arms Apartments
1b. Development (project) number: NC 71-4
2. Designation type: Occupancy by only the elderly Occupancy by families with disabilities 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 checked="" type="checkbox"/> Submitted, pending approval Planned application
4. Date this designation approved, submitted, or planned for submission: (12/05/80)
5. If approved, will this designation constitute a (select one) New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?



6. Number of units affected: 65
7. Coverage of action (select one)  
 Part of the development  
 X Total development

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

[24 CFR Part 903.7 9 (j)]

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

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. Yes X No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)
2. Activity Description  
 Yes X 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.  
N/A

<b>Conversion of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? Assessment underway Assessment results submitted to HUD Assessment results approved by HUD (if marked, proceed to next question) Other (explain below)
3. Yes 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) Conversion Plan in development Conversion Plan submitted to HUD on: (DD/MM/YYYY) Conversion Plan approved by HUD on: (DD/MM/YYYY) 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) Units addressed in a pending or approved demolition application (date submitted or approved:  Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: □□□□□) Units addressed in a pending or approved HOPE VI 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

*See Attachment H for Conversion Information.*

## 11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

### A. Public Housing

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

1. Yes X 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.)  
THA is in the process of establishing a public housing homeownership program
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: HOPE I 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) Approved; included in the PHA’s Homeownership Plan/Program Submitted, pending approval Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <u>(DD/MM/YYYY)</u>
5. Number of units affected: 6. Coverage of action: (select one) Part of the development Total development

### B. Section 8 Tenant Based Assistance

1. Yes X No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to 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.)  
Although THA does not administer a Section 8 Homeownership program, THA does administer an active FSS program for public housing and Section 8 residents.

2. Program Description:

a. Size of Program

Yes No:

Will the PHA limit the number of families participating in the section 8 homeownership option?

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

25 or fewer participants

26 - 50 participants

51 to 100 participants

more than 100 participants

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (l)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

Yes X No: Has the PHA has 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)

X Client referrals

X Information sharing regarding mutual clients (for rent determinations and otherwise)

X Coordinate the provision of specific social and self-sufficiency services and programs to eligible families

X Jointly administer programs

X Partner to administer a HUD Welfare-to-Work voucher program

X Joint administration of other demonstration program

Other (describe)

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

### (1) General

#### a. Self-Sufficiency Policies

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

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

#### b. Economic and Social self-sufficiency programs

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

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

#### a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	
Section 8	25	19

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

## C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
  - X Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - X Informing residents of new policy on admission and reexamination
  - X Actively notifying residents of new policy at times in addition to admission and reexamination.
  - X 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**

**See Attachment C: Community Service Policy.**

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

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
  - X High incidence of violent and/or drug-related crime in some or all of the PHA's developments
  - X High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
  - X Residents fearful for their safety and/or the safety of their children
    - Observed lower-level crime, vandalism and/or graffiti
    - People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
    - Other (describe below)
  
2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).
  - X Safety and security survey of residents
  - X Analysis of crime statistics over time for crimes committed "in and around" public housing authority

- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- X PHA employee reports
- X Police reports
- X Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

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

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

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

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

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

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

- X Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- X Police provide crime data to housing authority staff for analysis and action
- X Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- X Police regularly testify in and otherwise support eviction cases
- X Police regularly meet with the PHA management and residents
- X 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) All

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

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

N/A

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

[24 CFR Part 903.7 9 (n)]

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. X 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. X Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes X No: Were there any findings as the result of that audit?
4. Yes X No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5. Yes X No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1. X 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  
X Private management  
Development-based accounting  
Comprehensive stock assessment  
Other: (list below)
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

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

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

☒ Attached at Attachment (File name) Attachment I  
Provided below:

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

☒ Considered comments, but determined that no changes to the PHA Plan were necessary.  
The PHA changed portions of the PHA Plan in response to comments  
List changes below:

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

b. Eligible candidates: (select one)

Any recipient of PHA assistance

Any head of household receiving PHA assistance

Any adult recipient of PHA assistance

Any adult member of a resident or assisted family organization

Other (list)

c. Eligible voters: (select all that apply)

All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

Representatives of all PHA resident and assisted family organizations

Other (list)

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

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

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



2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

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

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

The State of North Carolina's 5-Year Consolidated Plan and Annual Action Plan supports THA's PHA Plan through the identification of assisting "low income" renters earning 0-50% of Median Family Income as a "high" priority. Over 90% of THA's public housing applicants earn <30% of Median Family Income, placing them in the "extremely low" income category.

In addition, the State of North Carolina's Consolidated Plan Annual Action Plan listed assisting non-homeless persons with special needs earning below 50% of Median Family Income as a "high" priority. THA has 65 units, 14% of all public housing units designated for the elderly and disabled. In addition, Trinity East Apartments, although not designated for the elderly, are occupied by 60% elderly and disabled. The elderly and disabled are housed throughout other THA communities as needed. Over 20% of public housing and 15% of Section 8 applicants are elderly and disabled.

The State of NC is also responsible for distributing money from the following grant programs to increase affordable housing in NC in which the Thomasville Housing Authority or the City of Thomasville is eligible to apply:

- Community Development Block Grant Program
- HOME Investment Partnership Program
- Emergency Shelter Grant Program
- Housing Opportunities for Persons with AIDS Program

#### **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.



## Resolution

### Resolution Amending The Thomasville Housing Authority Admissions and Continued Occupancy Policy (Deconcentration of Poverty Plan)

WHEREAS, the Housing Authority, due to recent legislation, is engaging in a review of its Admissions and Continued Occupancy Policy for the Low-Income Public Housing Program; and

WHEREAS, the following recommended changes to the existing Admissions and Continued Occupancy Policy of the Thomasville Housing Authority, referred to as Deconcentration of Poverty:

The Admissions and Continued Occupancy Policy of the Thomasville Housing Authority is hereby amended in the following respects, all of which are intended to implement statutory mandate to deconcentrate poverty and establish income targets for new admissions to public housing:

Part II, Section II, Eligibility for Admission (4) is amended to read as follows:

(4) With respect to selection of families to lease unit in the Public Housing program, selection will be in such a manner as to avoid concentration of the most economic and socially deprived families in one of all of the developments operated by the Housing Authority and to provide for income mixing by bringing higher income tenants into lower income public housing communities and bringing lower income tenants into higher income public housing communities.

The PHA shall categorize assisted tenants in all programs by income in one of the following groups:

Extremely Low Income - Not more than 30% of the area's median income

Very Low Income - More than 30% but not more than 50% of the area's median income

Lower Income - More than 50% but not more than 80% of the area's median income

Over Income - More than 80% of the area's median income

The area's median income shall be defined by HUD, adjusted for family size and is subject to periodic change.

The PHA shall categorize each applicant for assistance for all programs in the same manner as presented above.

Part II, Section II, Preference in Selection of Tenants (4) is amended to read as follows:

The PHA shall utilize information from these categories and other statistical information concerning income distribution in the PHA's area of operation as may be provided from time to time by the US Department of Housing and Urban Development (HUD) to develop goals designed to achieve the deconcentration and income mixing objectives stated herein and to remain consistent with Income targeting distribution percentages as required by HUD.

The PHA shall review these goals periodically and make appropriate adjustments as may be needed when income distributions in the locality change.

Staff responsible for selecting tenants for public housing assistance from the waiting list shall consider income distributions within the community where the unit exists and the goals for that community prior to selecting an applicant for occupancy first, then, shall select in accordance with prevalent preferences established by the Housing Authority.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Thomasville Housing Authority, that the approved change to the Admissions and Continued Occupancy Policy is hereby approved for implementation.

This resolution shall be effective as of the date its adoption.

\_\_\_\_\_ moved that the Resolution be adopted as introduced and read. The motion was seconded by \_\_\_\_\_ and, upon a vote, \_\_\_\_\_ voted in favor of the motion.

The Chairman then declared the Resolution adopted as read.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

{SEAL}



CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Thomasville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P071503 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: ) Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	4,750			
	Management Improvements Hard Costs	0			
4	1410 Administration	17,575			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	32,775			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	104,181			
10	1460 Dwelling Structures	224,515			
11	1465.1 Dwelling Equipment—Nonexpendable	31,350			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	4,750			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1499 Development Activities	0			

		Original	Revised	Obligated	Expended
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	419,896			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				



Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Thomasville Housing Authority			Grant Type and Number Capital Fund Program Grant No: NC19P071503 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  Original                  Revised		Total Actual Cost  Obligated                  Expended	Status of Work
HA-Wide	Management Improvements			1408					
Resident Training – (job training, etc (20) resident 2,375.00      Train Staff 10% 2,375.00      TOTAL 1408 <b>4,750.00</b> HA-Wide <b>Administration 1410</b> Executive Director 9,500.00      Administrative Assistant 4,750.00      Maintenance Foreman 3,325.00 <b>TOTAL 1410 17,575</b> HA- Wide <b>Fees and</b> <b>Cost 1430</b> Update Needs Assessment 2,850.00      A&E Design 23,750.00      Inspection Cost/Project Rep. 4,750.00      Consultant – Utility Allowances 1,425.00      TOTAL 1430 <b>32,775</b>									

Annual Statement/Performance and Evaluation Report											
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)											
Part II: Supporting Pages											
PHA Name: Thomasville Housing Authority				Grant Type and Number Capital Fund Program Grant No: NC19P071503 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	Obligated	Expended	
Site Improvements	1450	NC 71-2 Grading/Landscaping/Drainage/Paving			51,300	NC 71-4 Install Parking Lot - Front of 1000 Bldg			And		
General Grading / Landscaping	52,881	TOTAL 1450			104,181	Dwelling Structures			1460	NC 71-4 Replace Handrails//Repair and Paint/	LS 9,500
Replace Roofs	LS 74,890	Paint Units	48 units	61,750	Total NC 71-4		146,140	NC 71-2 Gutter Guards			LS 2,375
76,000	15 - 1 br x 1200	25 - 2 br x 1500			15 – 3 br x 1500		Total NC 71-2	78,375	TOTAL 1460		224,515
										Replace Floor Tile	55 units

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
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PHA Name: FORMTEXT Thomasville Housing Authority			Grant Type and Number Capital Fund Program Grant No: FORMTEXT NC19P07150 3 Replacement Housing Factor Grant No: formtext				Federal FY of Grant: 2003			
Development Number	General Description of Major Work			Dev.	Quantity	Total Estimated Cost		Total Actual Cost		Status of
Name/HA-Wide	Categories			Acct						Work
Activities				No.		Original Revised		Obligated Expended		
Dwelling Equipment 1465	HA-Wide Ranges 30 11,400		Refrigerators 30 14,250		Water Heaters 10 5,700	TOTAL 1465 31,350				HA-Wide
Non-Dwelling Equipment 1475	Office Equipment LS 4,750		TOTAL 1475 4,750							

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Thomasville Housing Authority			Grant Type and Number Capital Fund Program No: FORMTEXT NC19P07150 3 Replacement Housing Factor No: formtext				Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC 71-2	9/30/04						
NC 71-4	9/30/04			9/30/05			
HA-Wide	9/30/04			9/30/05			

## Implementation of Public Housing Resident Community Service Requirements

Thomasville Housing Authority (THA) has specified Community Service and Self-Sufficiency Activity requirements in an addendum to the lease and in the Community Service and Self-Sufficiency Requirement policy in response to Community Service requirements in the 1998 Quality Housing and Work Responsibility Act. THA's general policy statement states:

“All residents who are 18 years of age and older who are not exempt under the exemptions defined in CFR Part 960.6 shall be required to perform eight (8) hours of community service each month. This service can be provided at any local community, civic, or charitable organization. The selection of type and location of community service to be provided is totally left to the discretion of the resident. Residents may choose to enroll in a self-sufficiency program in lieu of performing the required eight (8) hours service. Any resident failing to comply with the requirements of the Community Service and Self-Sufficiency Policy is subject to denial to renew lease at annual recertification.”

THA's policy goes on further to define the following terms: community service, exempt individual, service requirement, and economic self-sufficiency program. THA will administer and monitor compliance of the Community Service and Self-Sufficiency policy through the FSS program and will notify all residents in writing of the requirement and will include an addendum to the lease for residents. Furthermore, residents will be notified about their compliance in writing with the annual recertification packages. Residents will be required to complete a request for exemption form in order to establish exemption and are required to report any change in status between annual recertifications so the housing authority may make a determination of exemption or nonexemption. Residents are required to report and certify their compliance with the requirement between 60-90 days of recertification. If noncompliance is determined the housing authority can refuse to renew the lease and can begin eviction proceedings. However, residents will have the opportunity to remedy the failure to comply by meeting two specified conditions: noncompliant eligible family members must enter into agreement with the housing authority to remedy noncompliance and that all eligible family members are complying with requirement or are no longer living at residence. All residents have the opportunity for a grievance hearing upon request in writing to the housing authority as it relates to this requirement.

The lease addendum describes specifically the resident responsibilities, family obligations and exemptions from requirement and must be signed by the head of household, spouse (if applicable), and a housing representative.

Attachment D  
Summary of Pet Policy

THA is implementing a Pet Policy as directed by 24 CFR Part 960, issued by the Department of Housing and Urban Development. This policy does not apply to animals used to assist persons with disabilities. THA's policy permits residents to own pets after requesting approval by completing the Authorization for Pet Ownership form and receiving approval from the housing authority. In order to receive approval, residents must abide by the following conditions and agreements:

- residents must provide a picture of the pet to the housing authority so it can be identified if running loose and
- residents must comply with all local laws concerning pets.

THA limits the number and type of animals that can be accepted: only common household animals including dogs, cats, birds, rodents, fish and turtles are allowed and the number of animals per unit is 1 pet per unit. All cats and dogs are required to be spayed or neutered before they become 6 months old, a licensed veterinarian must certify this. A veterinarian must also certify annually that the animals receive proper inoculations including rabies, distemper and all other inoculations required by local and state law. All dogs must wear a tag with resident's name and phone number and date of last rabies inoculation. No animal deemed potentially harmful to the health or safety of others, including fight dogs, is allowed. Animals must weigh no more than 20 pounds at full adult size.

Residents are required to pay \$200.00 deposit for each animal, which will be returned at termination of lease less any amount owed due to damage beyond normal wear and tear. Residents are financially responsible for any damage caused by their pets and any pet-related pest infestation. Pet owners are fully responsible for liability arising from injury sustained by a pet.

Pet owners are responsible for any nuisance or threat to health or safety their pet may cause including: odors, unsanitary conditions, noise, and animal waste. Pet owners are responsible for the physical safety of housing authority employees when entering the unit while conducting housing authority business. Violation of any of these conditions may require the owner to get rid of the pet. Grievance procedures are in place concerning disputes regarding this policy.

Pets are required to be kept in owner's apartment or on a leash at all times when outside. Pets are only allowed in designated areas, if housing authority designates areas. Pet owner must clean up pet waste. No animals, except assistant animals are allowed in housing authority buildings other than the units of approved pet owners. To accommodate residents with allergies, some wings or floors of buildings may be "pet free."

Attachment E

THA meets the exemption criteria of section 2(b)(2) of the U.S. Housing Act of 1937.

**Attachment F**

**Membership of Resident Advisory Board**

<b>Name</b>	<b>Address</b>	Telephone
Brenda Davis	317 James Ave., Apt. D	336-475-5691
Allison Young	317 James Ave., Apt. C	336-472-0953
Josephine Hugart	405 James Ave., Apt. A	336-475-9466
Tammy Tollison	403 James Ave., Apt. C	N/A
Clara Mauldin	108 Bish Ct., Apt. A	336-472-9268
Deloris Green	110 Bish Ct., Apt. B	N/A
Natasha Ross	111 Bish Ct., Apt. B	N/A
Alberta Fields	112 Dedmond Ct., Apt. D	336-472-0114
Gloria Pope	1010 Liberty Arms, Apt. D	N/A
Dawn Hooper	1003 Liberty Arms, Apt. D	N/A
Mary Overman	1000 Liberty Arms, Apt. A	N/A

## Capital Fund Program Five-Year Action Plan

### Part I: Summary

PHA Name Thomasville Housing Authority		Original 5-Year Plan Revision No:			
Development Number/Name/HA- Wide	Year 1 2003	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2007
NC 71-2	Annual Statement	113,550	0	95,066	180,500
NC 71-3		74,386	323,946	60,000	0
NC 71-4		100,937	0	163,830	138,396
HA-Wide		131,022	95,950	101,000	101,000
Physical Improvements		355,296	355,296	351,896	351,896
Management Improvements		4,750	4,750	5,000	5,000
HA-Wide Non-Dwelling Structures & Equip.		9,500	9,500	10,000	10,000
Administration		17,575	17,575	18,500	18,500
Other		33,775	32,775	34,500	34,500
Operations		0	0	0	0
Total CFP Funds (Est.)		419,896	419,896	419,896	419,896
Total Replacement Housing Factor Funds					

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u>2</u> FFY Grant: 2004 PHA FY: 2004		
2003	HA Wide			NC 71-3		
Annual	<b>Management Improvements</b>			Install New Kitchen Cabinets in 1 Bedroom	12 units	36,100
Statement	Resident Training		2,375	Install Door Bells	135 units	19,286
	Staff Training		2,375	Install Mini Blinds	135 units	19,000
	<b>Total</b>		<b>4,750</b>	<b>Total</b>		<b>74,386</b>
				NC 71-4		
	<b>Administration</b>			Install New Storm Doors – 73 doors	65 units	38,000
	Executive Director		9,500	( 8 units with 2 doors)		0
	Administrative Assistant		4,750	Install Door Bells	65 units	9,262
	Maintenance Foreman		3,325	Install Exhaust Fans & Light over stove in kitchen	65 units	28,025
	<b>Total</b>		<b>17,575</b>	Install New Mail Boxes	LS	14,250
				<b>Install Mini Blinds</b>	65 units	11,400
	<b>Fees &amp; Cost</b>			Total		<b>100,937</b>
	Update Needs Assessment		2,850	HA Wide		
	A&E Design		23,750	General Repairs & Painting	<b>LS</b>	<b>35,073</b>
	Inspection Cost/Project Rep.		4,750	<b>Dwelling Equipment</b>		
	Consultant- Utility Allowance		1,425	Ranges	30	11,400
	<b>Total</b>		<b>32,775</b>	Refrigerators	30	14,250
				Water Heaters	30	5,700
	Dwelling Structures			<b>TOTAL</b>		<b>31,350</b>
	NC 71-2					
	Replace Front Storm Doors	60 Units	28,500	<b>Non-Dwelling Equipment</b>		
	Replace Roofs	LS	67,000	Office Equipment		9,500
	Install Door Bells	60 Units	8,850	<b>Total</b>		<b>9,500</b>
	<b>Install Mini Blinds</b>	60 Units	9,500	<b>TOTAL</b>		<b>419,896</b>
	<b>Total</b>		<b>113,550</b>			



Capital Fund Program Five-Year Action Plan

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

Activities for Year 1	Activities for Year : <u>3</u> FFY Grant: 2005 PHA FY: 2005			Activities for Year: <u>3</u> FFY Grant: 2005 PHA FY: 2005		
2003	HA Wide			Dwelling Structures		
Annual	<b>Management Improvements</b>			NC 71-3		
Statement	Resident Training		2,375	Install A/C	135 units	323,946
	Staff Training		2,375	<b>TOTAL</b>		<b>323,946</b>
	<b>Total</b>		<b>4,750</b>			
	<b>Administration</b>					
	Executive Director		9,500			
	Administrative Assistant		4,750	HA Wide		
	Maintenance Foreman		3,325			
	<b>Total</b>		<b>17,575</b>	<b>Dwelling Equipment</b>		
				Ranges	30	11,400
	<b>Fees &amp; Cost</b>			Refrigerators	30	14,250
	Update Needs Assessment		2,850	Water Heaters	30	5,700
	A&E Design		23,750	<b>TOTAL</b>		<b>31,350</b>
	Inspection Cost/Project Rep.		4,750			
	Consultant- Utility Allowance		1,425	<b>Non-Dwelling Equipment</b>		
	<b>Total</b>		<b>32,775</b>	Office Equipment		9,500
				<b>Total</b>		<b>9,500</b>
				<b>TOTAL</b>		<b>419,896</b>

Capital Fund Program Five-Year Action Plan

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

Activities for Year 1	Activities for Year : <u>4</u> FFY Grant: 2006 PHA FY: 2006			Activities for Year: <u>4</u> FFY Grant: 2006 PHA FY: 2006		
2003	HA Wide			Dwelling Structures		
Annual	<b>Management Improvements</b>			NC 71-3		
Statement	Resident Training		2,500	Continue Installation of A/C		60,000

	Staff Training		2,500			
	<b>Total</b>		<b>5,000</b>	NC 71-2		
				Install A/C		95,066
	<b>Administration</b>			NC 71-4		
	Executive Director		10,000	Install A/C		163,830
	Administrative Assistant		5,000	TOTAL DWELLING STRUCTURES		<b>318,896</b>
	Maintenance Foreman		3,500	HA Wide		
	<b>Total</b>		<b>18,500</b>	<b>Dwelling Equipment</b>		
				Ranges	30	12,000
	<b>Fees &amp; Cost</b>			Refrigerators	30	15,000
	Update Needs Assessment		3,000	Water Heaters	30	6,000
	A&E Design		25,000	<b>TOTAL</b>		<b>33,000</b>
	Inspection Cost/Project Rep.		5,000			
	Consultant- Utility Allowance		1,500	<b>Non-Dwelling Equipment</b>		
	<b>Total</b>		<b>34,500</b>	Office Equipment		10,000
				<b>Total</b>		<b>10,000</b>
				<b>TOTAL</b>		<b>419,896</b>

Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>5</u> FFY Grant: 2007 PHA FY: 2007	Activities for Year: <u>5</u> FFY Grant: 2007 PHA FY: 2007			
2003	HA Wide			Dwelling Structures	
Annual	<b>Management Improvements</b>				
Statement	Resident Training		2,500	NC 71-2	
	Staff Training		2,500	Continue Installation of A/C	180,500
	<b>Total</b>		<b>5,000</b>	NC 71-4	
				Continue Installation of A/C	138,396
	<b>Administration</b>			TOTAL DWELLING STRUCTURES	<b>318,896</b>
	Executive Director		10,000	HA Wide	
	Administrative Assistant		5,000	<b>Dwelling Equipment</b>	
	Maintenance Foreman		3,500	Ranges	30 12,000

	<b>Total</b>		<b>18,500</b>	Refrigerators	30	15,000
				Water Heaters	30	6,000
	<b>Fees &amp; Cost</b>			<b>TOTAL</b>		<b>33,000</b>
	Update Needs Assessment		3,000			
	A&E Design		25,000	<b>Non-Dwelling Equipment</b>		
	Inspection Cost/Project Rep.		5,000	Office Equipment		10,000
	Consultant- Utility Allowance		1,500	<b>Total</b>		<b>10,000</b>
	<b>Total</b>		<b>34,500</b>			
				<b>TOTAL</b>		<b>419,896</b>

## Component 10 (B) Voluntary Conversion Initial Assessments

- a. How many of the PHA's developments are subject to the Required Initial Assessments? 2
- 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)?  
1
- c. How many Assessments were conducted for the PHA's covered developments?  
*Review and assessments are in process.*
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:  
Assessments are not yet complete.
- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:  
*Assessments are in process.*

Attachment I

## **Comments of Resident Advisory Board**

THA's Executive Director met with the Resident Advisory Board and reviewed all aspects of the Agency Plan. There were no comments on specifics of the plan. General support was expressed.

**Attachment L**

**Evidence of Community Meeting and Public Hearing**

THA published a notice in the Thomasville newspaper concerning the scheduled public hearing on the Agency Plan which was held October 11, 2002. The notice informed residents and the public that the plan and supporting documents were available for review at the THA administrative office. In addition, THA sent individual letters to all THA residents informing them of the hearing and the availability of the draft plan and supporting documentation. THA staff were available at the public hearing; however, no residents or other community citizens attended the public hearing.

## **Attachment M**

### **Definition of “Substantial Deviation” and “Significant Amendment or Modification” [903.7 r] :**

In response to Notice PIH 99-51 (HA) the Thomasville Housing Authority officially adopts HUD’s definition of “substantial deviation” and “significant amendment or modification” which includes the following:

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

Any of the above listed amendments or modifications to the 5-Year or Annual Plan will require full public process requirements be met, as well as Resident Advisory Board review.