

ROWAN COUNTY HOUSING AUTHORITY

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 10/2003

nc102v01

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

PHA Plan Agency Identification

PHAName: ROWAN COUNTY HOUSING AUTHORITY

PHANumber: NC102

PHAFiscalYearBeginning: 10/2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHAF ISCAL YEARS 2000 -2004
 [24CFRPart903.5]

A.Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

THE ROWAN COUNTY HOUSING AUTHORITY IS COMMITTED TO PROVIDING QUALITY, AFFORDABLE HOUSING IN A SAFE ENVIRONMENT WITHOUT DISCRIMINATION. THROUGH PARTNERSHIPS WITH OUR RESIDENTS AND OTHER GROUPS WE WILL PROVIDE OPPORTUNITIES FOR THOSE WE SERVE TO BECOME SELF-SUFFICIENT.

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 targetss such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the space to the right of below the stated objectives.

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

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

- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate effort to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

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

Other PHA Goals and Objectives: (list below)

GOAL: MANAGE THE ROWAN COUNTY HOUSING AUTHORITY'S EXISTING PUBLIC HOUSING PROGRAM IN AN EFFICIENT AND EFFECTIVE MANNER

Objectives:

1. HUD shall recognize the Rowan County Housing Authority as a standard performer under PHAS for our fiscal year ending September 30, 2001.

This objective has been accomplished.

2. HUD shall recognize the Rowan County Housing Authority as a high performer under PHAS for our fiscal year ending September 30, 2004.

3. The Rowan County Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry. This is a non-going objective.
4. The Rowan County Housing Authority shall decrease the percentage of rents (amounts) delinquent from 17 % as of 3/31/2000 to 5% by September 30, 2004.

GOAL: MANAGE THE ROWAN COUNTY HOUSING AUTHORITY'S TENANT-BASED PROGRAMS IN AN EFFICIENT AND EFFECTIVE MANNER

Objectives:

1. HUD shall recognize the Rowan County Housing Authority as a standard performer under SEMAP for our fiscal year ending September 30, 2001.

This objective has been accomplished.

2. HUD shall recognize the Rowan County Housing Authority as a high performer under SEMAP for our fiscal year ending September 30, 2004.

GOAL: ENHANCE THE MARKETABILITY OF THE ROWAN COUNTY HOUSING AUTHORITY'S PUBLIC HOUSING UNITS

Objectives:

1. The Rowan County Housing Authority shall achieve a level of customer satisfaction that gives the agency the highest score possible in this element of the Public Housing Assessment System for the Fiscal Year ending September 30, 2004.
2. The Rowan County Housing Authority shall achieve proper curb appeal for its public housing developments by improving its landscaping, keeping its grass cut, making the properties litter-free and other actions. This is a non-going objective.

GOAL: DELIVER TIMELY AND HIGH QUALITY MAINTENANCE SERVICE TO THE RESIDENTS OF THE ROWAN COUNTY HOUSING AUTHORITY

Objective:

1. The Rowan County Housing Authority shall adopt a policy for the eradication of pest infestation (including cockroach infestation) by September 30, 2001.

This objective has been accomplished.

GOAL: IMPROVE ECONOMIC OPPORTUNITY (SELF-SUFFICIENCY) FOR THE FAMILIES AND INDIVIDUALS WHO RESIDE IN OUR HOUSING

Objectives:

1. The Rowan County Housing Authority will successfully graduate 23 families from the Family Self-Sufficiency Program by September 30, 2005 as follows:

By 9/30/2001:	3 families
By 9/30/2002:	5 families
By 9/30/2003:	5 families
By 9/30/2004:	5 families
By 9/30/2005:	5 families

2. The Rowan County Housing Authority's new community centers shall be effectively utilized to provide resident services as measured by increasing their utilization to 50% of the time by September 30, 2005.

This objective has been accomplished ahead of schedule.

3. The Rowan County Housing Authority shall develop a facilities use policy governing its new community centers by September 30, 2001.

Annual PHA Plan
PHA Fiscal Year 200 3
[24CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

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

[24CFR Part 903.79(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 Rowan County Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

We have adopted the following mission statement to guide the activities of the Rowan County Housing Authority.

THE ROWAN COUNTY HOUSING AUTHORITY IS COMMITTED TO PROVIDING QUALITY, AFFORDABLE HOUSING IN A SAFE ENVIRONMENT WITHOUT DISCRIMINATION. THROUGH PARTNERSHIPS WITH OUR RESIDENTS AND OTHER GROUPS WE WILL PROVIDE OPPORTUNITIES FOR THOSE WE SERVE TO BECOME SELF-SUFFICIENT.

We have also adopted the following goals and objectives for the next five years.

GOAL: MANAGE THE ROWAN COUNTY HOUSING AUTHORITY'S EXISTING PUBLIC HOUSING PROGRAM IN AN EFFICIENT AND EFFECTIVE MANNER

Objectives:

1. HUD shall recognize the Rowan County Housing Authority as a standard performer under PHAS for our fiscal year ending September 30, 2001.

This objective has been accomplished.

2. HUD shall recognize the Rowan County Housing Authority as a high performer under PHAS for our fiscal year ending September 30, 2004.
3. The Rowan County Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer -friendly and fiscally prudent leader in the affordable housing industry . This is an on - going objective.
4. The Rowan County Housing Authority shall decrease the percentage of rents (amounts) delinquent from 17 % as of 3/31/2000 to 5% by September 30, 2004.

GOAL: MANAGE THE ROWAN COUNTY HOUSING AUTHORITY'S TENANT-BASED PROGRAMS IN AN EFFICIENT AND EFFECTIVE MANNER

Objectives:

1. HUD shall recognize the Rowan County Housing Authority as a standard performer under SEMAP for our fiscal year ending September 30, 2001.

This objective has been accomplished.

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1. The Rowan County Housing Authority shall achieve a level of customer satisfaction that gives the agency the highest score possible in this element of the Public Housing Assessment System for the Fiscal Year ending September 30, 2004.

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Objective:

- 1. The Rowan County Housing Authority shall adopt a policy for the eradication of pest infestation (including cockroach infestation) by September 30, 2001.

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- 1. The Rowan County Housing Authority will successfully graduate 23 families from the Family Self-Sufficiency Program by September 30, 2005 as follows:

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By 9/30/2003:	5 families
By 9/30/2004:	5 families
By 9/30/2005:	5 families

- 2. The Rowan County Housing Authority's new community centers shall be effectively utilized to provide resident services as measured by increasing their utilization to 50% of the time by September 30, 2005.

This objective has been accomplished ahead of schedule.

- 3. The Rowan County Housing Authority shall develop a policy governing its new community centers by September 30, 2001.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working toward the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead toward the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach toward our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan.

Summary of Program Changes for the Upcoming Fiscal Year

During this past year we have made numerous changes to our policies and/or programs based on changes in statutes and/or HUD regulations that have occurred in the past year. HUD mandated all of these.

- Implementation of Community Service Requirements:

The Housing Authority suspended enforcement of the 8-hour community service requirement for the Fiscal Year ending September 30, 2003 in accordance with the HUD FY 2002 Appropriations Act. We shall resume enforcement of the requirements in accordance with Notice PIH 2003-17 issued June 20, 2003.

- We have added the current HUD required welfare assistance language and definition to our Admissions and Continued Occupancy Policy and Section 8 Administrative Plan
- We have incorporated the required Code of Conduct to our Section 8 Administrative Plan

We have adopted the following discretionary changes.

Section 8 Administrative Plan:

- We have established a minimum rent of \$50 for our Section 8 program.
- We have established local preferences giving priority to victims of domestic violence and working families.

Admissions and Continued Occupancy Policy

- We have established a minimum rent of \$50 for our public housing program.

- We have established local preferences giving priority to victims of domestic violence and working families .

In summary we are on course to improve the condition of affordable housing in Rowan County, North Carolina.

iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration

Attachment A: Deconcentration Policy

- FY2003 Capital Fund Program Annual Statement

Attachment B: Capital Fund Program Annual Statement

- Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY2003 Capital Fund Program 5 Year Action Plan

Attachment C: Capital Fund Program 5 -Year Action Plan

- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

(Included in this FY2003 PHA Plan text, if any)

- Other (List below, providing each attachment name)

Attachment D: Capital Fund Program FY2002 P&E Report

Attachment E: Capital Fund Program FY2001 P&E Report

Attachment F: Resident Member on the PHA Governing Board

Attachment G: Resident Advisory Board

Attachment H: Deconcentration and Income Mixing

Attachment I: Definition of Substantial Deviation and Significant Amendment or Modification

Attachment J: Pet Policy Statement

Attachment K: Implementation of Community Service Requirements Statement

Attachment L: Statement of Progress in Meeting Goals and Objectives

Attachment M: Statement of Intent to Implement a Project -Based Voucher Program -Progress Statement

Attachment N: PHA FY2002 Resident Survey Follow Up Plan

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	
X	Schedule of flat rents offered each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD - approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	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
NA	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	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
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
		Service & Self - Sufficiency
NA	Most recent self -sufficiency (ED/SS, TOP or ROSS or other residents services grant) grant program reports	Annual Plan: Community Service & Self - Sufficiency
NA	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
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary) Pet Policy Deconcentration and Income Mixing documentation Voluntary Conversions of Public Housing Stock documentation	(specify as needed) ACOP/Annual Plan ACOP/Annual Plan Annual Plan (2002)

1. Statement of Housing Needs

[24 CFR Part 903.79(a)]

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

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "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 (Rowan County)							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income ≤ 30% of AMI	2,939	5	3	3	3	3	3
Income > 30% but ≤ 50% of AMI	2,625	5	3	3	3	3	3
Income > 50%	3,339	4	3	3	3	3	3

Housing Needs of Families in the Jurisdiction by Family Type (Rowan County)							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
but < 80% of AMI							
Elderly	2,140	4	2	2	3	2	2
Families with Disabilities	NA	5	3	3	3	3	3
Race/Ethnicity-Black	1,479	5	3	3	3	3	3
Race/Ethnicity-Hispanic	30	5	3	3	3	3	3
Race/Ethnicity-Native American	N/A	5	3	3	3	3	3
Race/Ethnicity-Asian/Pacifics	N/A	5	3	3	3	3	3

Housing Needs of Families in the Jurisdiction by Family Type (Cabarrus County)							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	2,602	5	3	3	3	3	3
Income > 30% but <= 50% of AMI	2,189	5	3	3	3	3	3
Income > 50% but < 80% of AMI	3,088	4	3	3	3	3	3
Elderly	2,162	4	2	2	3	2	2
Families with Disabilities	NA	5	3	3	3	3	3
Race/Ethnicity-Black	1,080	5	3	3	3	3	3
Race/Ethnicity-Hispanic	37	5	3	3	3	3	3
Race/Ethnicity-Native American	N/A	5	3	3	3	3	3
Race/Ethnicity-Asian/Pacifics	N/A	5	3	3	3	3	3

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

- Consolidated Plan of the Jurisdiction/s
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset (CHAS Table 1C – tables derived from 2002 projections)
- 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.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant -based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input checked="" type="checkbox"/> Public Housing Site -Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: (Kannapolis – Running Brook and Oak Creek Courts)			
	# of families	% of total families	Annual Turnover
Waiting list total	111		20 units
Extremely low income <=30% AMI	110	99%	
Very low income (>30% but <=50% AMI)	1	1%	
Low income (>50% but <80% AMI)	0		
Families with children	80	72%	
Elderly families	1	.9%	
Families with Disabilities	12	11%	

HousingNeedsofFamiliesontheWaitingList			
Race/ethnicity-Black	50	45%	
Race/ethnicity-Hispanic	0		
Race/ethnicity-NativeAmerican	0		
Race/ethnicity-Asian/Pacific Islander	0		
Characteristicsby BedroomSize (PublicHousing Only)			
1BR	31	28%	3units
2BR	50	45%	5units
3BR	23	21%	10units
4BR	5	5%	1units
5BR	2	1%	1units
5+BR			0
Isthewaitinglistclosed(selectone)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Ifyes: Howlonghasitbeenenclosed(#ofmonths)? DoesthePHAexpecttoreopenhelistinthePHAPlanyear? <input type="checkbox"/> No <input type="checkbox"/> Yes DoesthePHApermitspecificcategoriesof familiesontothewaitinglist, evenifgenerallyclosed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(selectone)			
<input type="checkbox"/> Section8tenant -basedassistance			
<input type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input checked="" type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/subjurisdiction: (Kannapolis –Loc ust Street)			
	#offamilies	%oftotalfamilies	AnnualTurnover

Housing Needs of Families on the Waiting List			
Waiting list total	98		3 units
Extremely low income <=30% AMI	96	98%	
Very low income (>30% but <=50% AMI)	2	2%	
Low income (>50% but <80% AMI)	0		
Families with children	0		
Elderly families			
Families with Disabilities	14	14%	
Race/ethnicity-Black	50	51%	
Race/ethnicity-Hispanic	0		
Race/ethnicity-Native American	0		
Race/ethnicity-Asian/Pacific Islander	0		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	25	26%	1 units
2BR	49	50%	1 units
3BR	24	24%	1 units
4BR	0		units
5BR	0		units
5+BR			0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families on to the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant -based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input checked="" type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction: (East Spencer)			
	# of families	% of total families	Annual Turnover
Waiting list total	86		26 units
Extremely low income <= 30% AMI	86	100%	
Very low income (>30% but <=50% AMI)	0		
Low income (>50% but <80% AMI)	0		
Families with children	57	66%	
Elderly families	3	3%	
Families with Disabilities	14	16%	
Race/ethnicity- Black	52	60%	
Race/ethnicity- Hispanic	0		
Race/ethnicity- Native American	0		
Race/ethnicity- Asian/Pacific Islander	0		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	29	34%	4 units
2BR	40	46%	10 units
3BR	12	14%	10 units
4BR	5	6%	1 unit
5BR	0		1 unit

HousingNeedsofFamiliesontheWaitingList			
5+BR	0	0	0
Isthewaitinglistclosed(selectone)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Ifyes:			
Howlonghasitbeenenclosed(#ofmonths)?			
DoesthePHAexpectreopentheListinthePHAPlanyear? <input type="checkbox"/> No <input type="checkbox"/> Yes			
DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist, evenifgenerallyclosed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(selectone)			
<input checked="" type="checkbox"/> Section8tenant-basedassistance (IncrementalVouchers)			
<input type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input type="checkbox"/> PublicHousingSite-Basedorsub-jurisdictionalwaitinglist(optional) Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	104		50 Vouchers
Extremelylow income<=30% AMI	91	88%	
Verylowincome (>30%but<=50% AMI)	13	12%	
Lowincome (>50%but<80% AMI)	0		
Familieswith children	94	90%	
Elderlyfamilies	10	10%	
Familieswith Disabilities	9	9%	
Race/ethnicity-Black	97	93%	
Race/ethnicity-Hispanic			
Race/ethnicity-NativeAmerican			
Race/ethnicity-			

HousingNeedsofFamiliesontheWaitingList			
Asian/Pacific Islander			
Characteristicsby BedroomSize (PublicHousing Only)	NA		
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Isthewaitinglistclosed(selectone)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Ifyes:			
Howlonghasitbeenenclosed(#ofmonths)? 12months			
DoesthePHAexpecttoreopenthelistinthePHAPlanyear? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist, evenifgenerallyclosed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(selectone)			
<input checked="" type="checkbox"/> Section8tenant -basedassistance (FamilyUnification)			
<input type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	0		vouchers
Extremelylow income<=30% AMI			
Verylowincome (>30%but<=50% AMI)			
Lowincome (>50%but<80% AMI)			
Familieswith			

Housing Needs of Families on the Waiting List			
children			
Elderly families			
Families with Disabilities			
Race/ethnicity-Black			
Race/ethnicity-Hispanic			
Race/ethnicity-Native American			
Race/ethnicity-Asian/Pacific Islander			
Characteristics by Bedroom Size (Public Housing Only)	NA		
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 30 months Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> 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 **INTHEUPCOMINGYEAR**, 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

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

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed finance housing
- Pursue housing resources other than public housing or Section 8 tenant based assistance.
- Other: (list below)

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

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

Select all that apply

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

It is the Rowan County Housing Authority policy to house all eligible families, without discrimination, based on the date and time of application.

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

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

Select all that apply

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

It is the Rowan County Housing Authority policy to house all eligible families, without discrimination, based on the date and time of application.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special -purpose voucher targeted to the elderly, should they become available
- Other: (list below)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

10.0 Tenant Selection and Assignment Plan

10.1 Preferences

The Rowan County Housing Authority will select families based on the following preferences within each bedroom size category based on our local housing needs and priorities:

- A. Victims of Domestic Violence
- B. Applicants with an adult family member who live in the jurisdiction of the Rowan County Housing Authority and works at least twenty (20) hours per week. This preference is also extended equally to all elderly individuals and/or families whose head or spouse is receiving income based on their inability to work.
- C. All other applicants

Based on the above preferences, all families in preference A will be offered housing before any families in preference B and preference B families will be offered housing before any families in preference C.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

Buildings Designed for the Elderly and Disabled: Preference will be given to elderly and disabled families. If there are no elderly or disabled families on the list, preference will then be given to near -elderly families. If there are no near -elderly families on the waiting list, units will be offered to families who qualify for the appropriate bedroom size using these priorities. All such families will be selected from the waiting list using the preferences as outlined above.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

Buildings Designed for the Elderly and Disabled: Preference will be given to elderly and disabled families. If there are no elderly or disabled families on the list, preference will then be given to near -elderly families. If there are no near -elderly families on the waiting list, units will be offered to families who qualify for the appropriate bedroom size using these priorities. All such families will be selected from the waiting list using the preferences as outlined above.

Accessible Units: Accessible units will be first offered to families who may benefit from the accessible features. Applicants for these units will be selected utilizing the same preference system as outlined above. If there

are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come to the top of the waiting list. Such applicants, however, must sign a release form stating they will accept a transfer (at their own expense) if, at a future time, a family requiring an accessible feature applies. Any family required to transfer will be given a 30-day notice.

Need: Specific Family Types: Races and 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)

Our waiting lists for the public housing and Section 8 program reflect that the majority of applicants are minority.

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)

The following is an extract from our adopted Admissions and Continued Occupancy Policy. We have the same policy governing our Section 8 Program.

1.0 FAIR HOUSING

It is the policy of the Rowan County Housing Authority to fully comply with all Federal, State and local nondiscrimination laws; the Americans with Disabilities Act; and the U. S. Department of Housing and Urban Development regulations governing Fair Housing and Equal Opportunity. The Rowan County Housing Authority shall affirmatively further fair housing in the administration of its public housing program.

No person shall, on the grounds of race, color, sex, religion, national or ethnic origin, familial status, or disability be excluded from participation in,

be denied the benefits of, or be otherwise subjected to discrimination under the Rowan County Housing Authority's programs.

To further its commitment to full compliance with applicable Civil Rights laws, the Rowan County Housing Authority will provide Federal/State/local information to applicants/tenants of the Public Housing Program regarding discrimination and any recourse available to them if they believe they may be victims of discrimination. Such information will be made available with the application, and all applicable Fair Housing Information and Discrimination Complaint Forms will be made available at the Rowan County Housing Authority office. In addition, all written information and advertisements will contain the appropriate Equal Opportunity language and logo.

The Rowan County Housing Authority will assist any family that believes they have suffered illegal discrimination by providing them copies of the appropriate housing discrimination forms. The Rowan County Housing Authority will also assist them in completing the forms if requested, and will provide them with the address of the nearest HUD office of Fair Housing and Equal Opportunity.

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing and 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 support services, Section 8 tenant-based assistance, Section 8 support services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	650,678	
b) Public Housing Capital Fund	335,271	
c) HOPEVI Revitalization	0	
d) HOPEVI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,007,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	0	
2. Prior Year Federal Grants (unobligated funds only) (list below)	0	
CFPFY2002		
3. Public Housing Dwelling Rental Income	268,500	PH Operations
4. Other income (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Investment Interest	3,000	PH Operations
4. Non-federal sources (list below)		
Late charges	34,000	PH Operations
Total resources		

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(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:
- Other: (describe)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

The application process will involve two phases. The first phase is the initial application for housing assistance or the pre-application. The pre-application requires the family to provide limited basic information establishing any preferences to which they may be entitled. This first phase results in the family's placement on the waiting list.

Upon receipt of the family's pre-application, the Rowan County Housing Authority will make a preliminary determination of eligibility. The Rowan County Housing Authority will notify the family in writing of the date and time of placement on the waiting list, and the approximate wait before housing may be offered. If the Rowan County Housing Authority determines the family to be ineligible, the notice will state the reasons

therefore and will offer the family the opportunity of an informal review of the determination.

The applicant may at any time report changes in their applicant status including changes in family composition, income, or preference factors. The Rowan County Housing Authority will annotate the applicant's file and will up date their place on the waiting list. Confirmation of the changes will be confirmed with the family in writing.

This second phase is the final determination of eligibility, referred to as the full application. The full application takes place when the family nears the top of the waiting list. The Rowan County Housing Authority will ensure that verification of all preferences, eligibility, suitability and selection factors are current in order to determine the family's final eligibility for admission into the Public Housing Program.

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

8.3 Suitability

- A. Applicant families will be evaluated to determine whether, based on their recent behavior, such behavior could reasonably be expected to result in noncompliance with the public housing lease. The Rowan County Housing Authority will look at past conduct as an indicator of future conduct. Emphasis will be placed on whether a family's admission could reasonably be expected to have a detrimental effect on the development environment, other tenants, Rowan County Housing Authority employees, or other people residing in the immediate vicinity of the property. Otherwise eligible families will be denied admission if they fail to meet the suitability criteria.
- B. The Rowan County Housing Authority will consider objective and reasonable aspects of the family's background, including the following:
 - 1. History of meeting financial obligations, especially rent;

2. Ability to maintain (or with assistance would have the ability to maintain) their housing in a decent and safe condition based on living or housekeeping habits and whether such habits could adversely affect the health, safety, or welfare of other tenants;
 3. History of criminal activity by any household member involving crimes of physical violence against persons or property and any other criminal activity including drug related criminal activity that would adversely affect the health, safety, or well being of other tenants or staff or cause damage to the property;
 3. History of disturbing neighbors or destruction of property;
 4. Having committed fraud in connection with any Federal housing assistance program, including the intentional misrepresentation of information related to their housing application or benefits derived therefrom; and
 5. History of abusing alcohol in a way that may interfere with the health, safety, or right to peaceful enjoyment by others.
- C. The Rowan County Housing Authority will ask applicants to provide information demonstrating their ability to comply with the essential elements of the lease. The Rowan County Housing Authority will verify the information provided. Such verification may include but may not be limited to the following:
1. A credit check of the head, spouse and co-head;
 2. A rental history check of all adult family members;
 3. A criminal background check on all adult household members, including live-in aides. This check will be made through State or local law enforcement or court records in those cases where the household member has lived in the local jurisdiction for the last three years. Where the individual has lived outside the local area, the Rowan County Housing Authority may contact law enforcement agencies where the individual had lived or request a check through the FBI's National Crime Information Center (NCIC);
 4. A home visit. The home visit provides the opportunity for the family to demonstrate their ability to maintain their home in a safe and sanitary manner. This inspection considers

cleanliness and care of rooms, appliances, and appurtenances. The inspection may also consider any evidence of criminal activity; and

5. A check of the State's lifetime sex offender registration program for each adult household member, including live-in aides. No individual registered with this program will be admitted to public housing.

- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC authorized source)

(2) Waiting List Organization

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? 3

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

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? 4: three public housing waiting lists
and the Section 8 waiting list

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

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

(3) Assignment

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

- One
- Two
- Three or More

The following is an extract from our adopted Admissions and Continued
Occupancy Policy.

9.5 Removal of Applicants From the Waiting List

The Rowan County Housing Authority will not remove an applicant's name
from the waiting list unless:

- A. The applicant requests in writing that the name be removed;
- B. The applicant fails to respond to a written request for information or
a request to declare their continued interest in the program; or
- C. The applicant does not meet either the eligibility or suitability
criteria for the program.

9.6 MISSED APPOINTMENTS

All applicants who fail to keep a scheduled appointment with the Rowan
County Housing Authority will be sent a notice of termination of the
process for eligibility.

The Rowan County Housing Authority will allow the family to reschedule for good cause. Generally, no more than one opportunity will be given to reschedule without good cause, and no more than two opportunities will be given for good cause. When good cause exists for missing an appointment, the Rowan County Housing Authority will work closely with the family to find a more suitable time. Applicants will be offered the right to an informal review before being removed from the waiting list.

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

16.0 Unit Transfers

16.1 Objectives of the Transfer Policy

The objectives of the Transfer Policy include the following:

A. To address emergency situations.

- B. To fully utilize available housing resources while avoiding overcrowding by insuring that each family occupies the appropriate size unit.
- C. To facilitate relocation when required for modernization or other management purposes.
- D. To facilitate relocation of families with inadequate housing accommodations.
- E. To provide an incentive for families to assist in meeting the Rowan County Housing Authority's deconcentration goal.
- F. To eliminate vacancy loss and other expenses due to unnecessary transfers.

16.2 Categories of Transfers

Category A: Emergency transfers. These transfers are necessary when conditions pose an immediate threat to the life, health, or safety of a family or one of its members. Such situations may involve defects of the unit or the building in which it is located, the health condition of a family member, a hate crime, the safety of witnesses to a crime, or a law enforcement matter particular to the neighborhood.

Category B: Immediate administrative transfers. These transfers are necessary in order to permit a family needing accessible features to move to a unit with such a feature or to enable modernization work to proceed.

Category C: Regular administrative transfers. These transfers are made to offer incentives to families willing to help meet certain Rowan County Housing Authority occupancy goals, to correct occupancy standards where the unit size is inappropriate for the size and composition of the family, to allow for non-emergency but medically advisable transfers, and other transfers approved by the Rowan County Housing Authority when a transfer is the only or best way of solving a serious problem.

16.3 Documentation

When the transfer is at the request of the family, the family may be required to provide third party verification of the need for the transfer.

16.4 Incentive transfers

Transfer requests will be encouraged and approved for families who live in a development where their income category (below or above 30% of

area median) predominates and wish to move to a development where their income category does not predominate.

16.5 Processing Transfers

Transfers on the waiting list will be sorted by the above categories and within each category by date and time.

Transfers in category A and B will be housed ahead of any other families, including those on the applicant waiting list. Transfers in category A will be housed ahead of transfers in category B.

Transfers in category C will be housed along with applicants for admission at a ratio of one transfer for every seven admissions.

c. Preferences

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 2 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
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA - resident lease

- ThePHA'sAdmissionsand(Continued)Occupancypolicy
- PHAbriefingseminarsorwrittenmaterials
- Othersource(list)

b. How often must residents notify the PHA of changes in family composition?
(select all that apply)

- At an annual reexamination and lease renewal
- Anytime family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

This section intentionally left blank in accordance with the instructions found in HUD Notice PIH99 -51. See Attachment H: Rowan County Housing Authority 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 development 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)

The following are extracts from our adopted Section 8 Administrative Plan.

F. Suitability for tenancy

The Rowan County Housing Authority determines eligibility for participation and will also conduct criminal background checks on all adult household members, including live-in aides. The Rowan County Housing Authority will deny assistance to a family because of drug-related criminal activity or violent criminal activity by family members. This check will be made through state or local law enforcement or court records in those cases where the household member has lived in the local jurisdiction for the last three years. If the individual has lived outside the local area, the Rowan County Housing Authority may contact law enforcement agencies where the individual had lived or request a check through the FBI's National Crime Information Center (NCIC).

The Rowan County Housing Authority will check with the State sex offender registration program and will ban for life any individual who is registered as a lifetime sex offender.

Additional screening is the responsibility of the owner. Upon the written request of a prospective owner, the Rowan County Housing Authority will provide any factual information or third party written information they have relevant to a voucher holder's history of, or ability to, comply with material standard lease terms or any history of drug trafficking.

4.8 Grounds for denial

The Rowan County Housing Authority will deny assistance to applicants who:

- A. Do not meet any one or more of the eligibility criteria;
- B. Do not supply information or documentation required by the application process;
- C. Fail to respond to a written request for information or a request to declare their continued interest in the program;
- D. Fail to complete any aspect of the application or lease application process;
- E. Have a history of criminal activity by any household member involving crimes of physical violence against persons or property, and any other criminal activity including drug-related criminal

activity that would adversely affect the health, safety, or well being of other tenants or staff, or caused damage to the property;

- F. Currently owes rent or other amounts to any housing authority in connection with the public housing or Section 8 Programs;
- G. Have committed fraud, bribery, or any other corruption in connection with any Federal housing assistance program, including the intentional misrepresentation of information related to their housing application or benefits derived therefrom;
- H. Have a family member who was evicted from federally assisted housing within the last five (5) years;
- I. Have a family member who was evicted from assisted housing within five years of the projected date of admission because of drug-related criminal activity involving the illegal manufacture, sale, distribution, or possession with the intent to manufacture, sell, distribute a controlled substance as defined in Section 102 of the Controlled Substances Act, 21 U.S.C. 802;
- J. Have a family member who is illegally using a controlled substance or abuses alcohol in a way that may interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents. The Rowan County Housing Authority may waive this requirement if:
 - 1. The person demonstrates to the Rowan County Housing Authority's satisfaction that the person is no longer engaging in drug-related criminal activity or abuse of alcohol;
 - 2. The person has successfully completed a supervised drug or alcohol rehabilitation program;
 - 3. The person has otherwise been rehabilitated successfully; or
 - 4. The person is participating in a supervised drug or alcohol rehabilitation program.
- K. Have engaged in or threatened abusive or violent behavior towards any Rowan County Housing Authority staff member or resident;
- L. Have a family household member who has been terminated under the Certificate or Voucher Program during the last three years;

- M. Have a family member who has been convicted of manufacturing or producing methamphetamine (speed) (Denied for life);
- N. Have a family member with a lifetime registration under a State sex offender registration program (Denied for life);
- O. Are a welfare-to-work (WTW) family who fail to fulfill its obligations under the welfare-to-work voucher program.

Other (list below)

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

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

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

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

- Criminal or drug-related activity
- Other (describe below)

The following is an extract from our adopted Section 8 Administrative Plan.

F. Suitability for tenancy

The Rowan County Housing Authority determines eligibility for participation and will also conduct criminal background checks on all adult household members, including live-in aides. The Rowan County Housing Authority will deny assistance to a family because of drug-related criminal activity or violent criminal activity by family members. This check will be made through state or local law enforcement or court records in those cases where the household member has lived in the local jurisdiction for the last three years. If the individual has lived outside the local area, the Rowan County Housing Authority may contact law enforcement agencies where the individual had lived or request a check through the FBI's

National Crime Information Center (NCIC).

The Rowan County Housing Authority will check with the State sex offender registration program and will ban for life any individual who is registered as a lifetime sex offender.

Additional screening is the responsibility of the owner. Upon the written request of a prospective owner, the Rowan County Housing Authority will provide any factual information or third party written information they have relevant to a voucher holder's history of, or ability to, comply with material standard lease terms or any history of drug trafficking.

(2) Waiting List Organization

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

- 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 assistance? (select all that apply) -based

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

The following is an extract from our adopted Section 8 Administrative Plan.

6.4 Term of the Voucher

The initial term of the voucher will be 30 days and will be stated on the Housing Choice Voucher.

The Housing Authority may grant one or more extensions of the term, but the initial term plus any extensions will not exceed 120 calendar days from the initial date of issuance without an extraordinary reason. To obtain an extension, the family must make a request in writing prior to the expiration date. A statement of the efforts the family has made to find a unit must accompany the request. A sample extension request form and a form for recording their search efforts will be included in the family's briefing packet. If the family documents their efforts and additional time can reasonably be expected to result in success, the Housing Authority will grant the length of request sought by the family or 60 days, whichever is less.

If the family includes a person with disabilities and the family requires an extension due to the disability, the Housing Authority will grant an extension allowing the family the full 120 days search time. If the Housing Authority determines that additional search time would be a reasonable accommodation, the Housing Authority will request HUD to approve an additional extension.

Upon submittal of a completed request for approval of tenancy form, the Rowan County Housing Authority will suspend the term of the voucher. The term will be in suspension until the date the Housing Authority provides notice that the request has been approved or denied. This policy allows families the full term (60 days, or more with extensions) to find a unit, not penalizing them for the period during which the Housing Authority is taking action on their request. A family may submit a second request for approval of tenancy before the Housing Authority finalizes action on the first request. In this case the suspension will last from the date of the first submittal through the Housing Authority's action on the second submittal. No more than two requests will be concurrently considered.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 2 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
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

Project based Section 8 Assistance: See Attachment M

The Rowan County Housing Authority administers a Special Purpose Family Unification Program

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24CFR Part 903.79(d)]

A. Public Housing

Exemptions: PHA 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---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent -setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent -setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

Other(listbelow)

3. Selectthespaceorspacesthatbestdescribehowyouarriveatceilingrents
(selectallthatapply)

- Marketcomparabilitystudy
 Fairmarketrents(FMR)
 95thpercentilerents
 75percentofoperatingcosts
 100percentofoperatingcostsforgeneraloccupancy(family)
developments
 Operatingcostsplusdebt service
 The“rentalvalue”oft heunit
 Other(listbelow)

f.Rentre -determinations:

1.Betweenincomereexaminations,howoftenmusttenantsreportchangesin
incomeorfamilypositiontothePHAsuchthatthechangesresultinan
adjustmentorent?(selecta llthatapply)

- Never
 Atfamilyoption
 Anytimethefamilyexperiencesanincomeincrease
 Anytimeafamilyexperiencesanincomeincreaseaboveathreshold
amountorpercentage:(ifse lected,specifythreshold)_____
 Other(listbelow)

ThefollowingisanextractfromouradoptedAdmissionsandContinued
OccupancyPolicy.

15.6 InterimReexaminations

During an interim reexamination, only the information affected by the
changesbeingreportedwillbereviewedandverified.

Families will be required to report any increase in income or decrease in
allowableexpensesbetweenannualreexaminations.

Thefollowingincreaseswillresultininterimadjustment:

- increasesinincomebecauseapersonwithincomejoinsthehousehold;
- additionofunearnedincomeofanymemberofthehousehold(i.e.SSE,SS,
AFDCorotherbenefitsdeterminedbytheHousingAuthority).

Unlessadecreasehasoccurredafterthereexamination,a ncreasewill

not occur.

Families are required to report the following additional changes to the Rowan County Housing Authority between regular reexaminations. If the family's rent is being determined under the income method, these changes will trigger an interim reexamination. The family shall report these changes within ten (10) days of their occurrence.

- A. A member has been added to the family through birth or adoption or court-awarded custody.
- B. A household member is leaving or has left the family unit.

In order to add a household member other than through birth or adoption (including live-in aide), the family must request that the new member be added to the lease. Before adding the new member to the lease, the individual must complete an application form stating their income, assets, and all other information required of an applicant. The individual must provide their Social Security number if they have one and must verify their citizenship/eligible immigrant status. (Their housing will not be delayed due to delays in verifying eligible immigrant status other than delays caused by the family.) The new family member will go through the screening process similar to the process for applicants. The Rowan County Housing Authority will determine the eligibility of the individual before adding them to the lease. If the individual is found to be ineligible or does not pass the screening criteria, they will be advised in writing and given the opportunity for an informal review. If they are found to be eligible and do pass the screening criteria, their name will be added to the lease. At the same time, if the family's rent is being determined under the income method, the family's annual income will be recalculated taking into account the circumstances of the new family member. The effective date of the new rent will be in accordance with Section 15.8.

Families are not required to, but may at any time, request an interim reexamination based on a decrease in income, an increase in allowable expenses, or other changes in family circumstances. Upon such request, the Rowan County Housing Authority will take timely action to process the interim reexamination and recalculate the tenant's rent.

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

(2) Flat Rents

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

- This section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant -Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

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

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

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

- Annually
 Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24CFR Part 903.79(e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

The Rowan County Housing Authority is governed by a 6 -member Board of Commissioners, including one Resident Commissioner.

The Executive Director supervised an administrative staff of seven employees and maintenance staff of 6 employees.

The administrative staff consist of:

Executive Director

Secretary/Receptionist
Housing Manager –Public Housing
Housing Manager –Section 8
Occupancy Specialist –Section 8
Administrative Assistant

The maintenance staff consist of:

Maintenance Director
Maintenance Mechanic(4)

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.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	194 units	66 units
Section 8 Vouchers	554 Vouchers	50 Vouchers
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Family Unification:	50 vouchers	0
Public Housing Drug Elimination Program (PHDEP)	0	0
Other Federal Programs (list individually)	0	0

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)

Agency Plan
Admissions and Continued Occupancy Policy
Capitalization Policy
Capital Fund Program Annual Statement and 5 -Year Action Plan
Check Signing Policy
Community Space Policy
Criminal Records Management Policy
Deconcentration Policy
Disposition Policy
Drug-Free Workplace Policy
Dwelling Lease
Equal Housing Opportunity Policy
Ethics Policy
Funds Transfer Policy
Grievance Procedures
Personnel Policy
Investment Policy
Maintenance Policy
Procurement Policy
Pet Policy
Pest Control Policy
Schedule of Flat Rents
Schedule of Standard Charges to Residents

(2) Section 8 Management: (list below)

Administrative Plan
Voucher Holders Packet

6. PHA Grievance Procedures

[24 CFR Part 903.79(f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant -Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.79(g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

Using part 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:

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

-or-

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

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

b. If yes to question a, select one:

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

-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 there)

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

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

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

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

Activities pursuant to an approved Revitalization Plan underway

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

Yes No: d) Will the PHA be engaging in any mixed -finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

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

8. Demolition and Disposition

[24CFR Part 903.79(h)]

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

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

2. Activity Description

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

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

(DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24CFR Part 903.79(i)]

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

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/>

Occupancy by families with disabilities <input type="checkbox"/>
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously -approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

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

A. Assessment of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHAs 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 No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment?

<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, goto block 4; if no, goto block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPEVI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPEVI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA
[24CFR Part 903.79(k)]

A. Public Housing

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

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA -established eligibility criteria

Yes No: Will the PHA'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

[24CFR Part 903.79(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 No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? Not available

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

- Yes No: Does the PHA coordinate, promote or provide any 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

ProgramName&Description (includinglocation,if appropriate)	Estimate dSize	Allocation Method (waiting list/random selection/specifi ccriteria/other)	Access (developmentoffice/ PHAmainoffice/ other providername)	Eligibility (publichousing or section8 participantsor both)
DrillTeams	24 members	Youth8andup	PHAmainofficeand onsite	PublicHousing
ComputerClasses	14 persons	Allages	PHAmainofficeand onsite	PublicHousing
BasicEducat ionClasses	10 persons	Adults	PHAmainofficeand onsite	PublicHousing
GirlScouts	20girls	Age5andup	PHAmainofficeand onsite	PublicHousing
BoyScouts	21boys	Age6andup	PHAmainofficeand onsite	PublicHousing
Afterschoolprograms	24 children	Age5through 12	PHAmainofficeand onsite	PublicHousing
AdultSocialActivities	15adults	Adults	PHAmainofficeand onsite	PublicHousing
MovieNight	Upto50	Allages	OnSite	PublicHousing
CommunityWatchProgram	15adults	Adults	OnSite	PublicHousing

(2)FamilySelfSufficiencyprogram/s

a. ParticipationDescription

FamilySelfSufficiency(FSS)Participation		
Program	RequiredNumberof Participants (startofFY200 3Estimate)	ActualNumberofParticipants (Asof: 02/17/03)
PublicHousing	0	0
Section8	138 participants	51participants

- b. Yes No: IfthePHAisnotmaintainingtheminimumprogramsizerequiredbyHUD,doesthemostrecentFSSActionPlanaddressthestepsthePHAplan stotaketoachieveatleasttheminimumprogramsizel? Ifno,liststepsthePHAwilltakebelow:

TheFamilySelfSufficiencyProgramhasbecomeextremelydifficultandexpensivetoadministerwithonlyminimalresults.Giventhereductionsinoperatingsubsidyandtheincreaseinoperatingexpenses,theHousingAuthorityisconsideringcancellationoftheprogram.

C.WelfareBenefitReductions

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

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

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

See Attachment K: Rowan County Housing Authority Implementation of Community Service Requirements Statement

13. PHA Safety and Crime Prevention Measures

[24CFR Part 903.79(m)]

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

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

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

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/antidrug programs
- Other (describe below)

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

Grant Street Development

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 plan to undertake: (select all that apply)

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

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

Grant Street Development

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- Police provide crime data to housing authority staff for analysis and action

- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
 - Police regularly testify in and otherwise support eviction cases
 - Police regularly meet with the PHA management and residents
 - Agreement between PHA and local law enforcement agency for provision of above -baseline law enforcement services
 - Other activities (list below)
2. Which developments are most affected? (list below)

Grant Street Development
 Running Brook Development

D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY2001 PHDEP funds must provide a PHDEP Plan meetings specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: _____)

14. RESERVED FOR PET POLICY

[24CFR Part 903.79(n)]

See Attachment J: Pet Policy Statement

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

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

16. Fiscal Audit

[24CFR Part 903.79(p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

17. PHA Asset Management

[24CFR Part 903.79(q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached as Attachment (Filename)
 - 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 portion 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.)

See required Attachment F: Rowan County Housing Authority Resident Member on the PHA Governing Board

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: **State of 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)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - The Rowan County Housing Authority will continue to provide a drug-free workplace.
 - The Rowan County Housing Authority will continue to maintain and renovate its public housing units.
 - The Rowan County Housing Authority has successfully eliminated the risk of lead-based paint poisoning in all of its public housing units and strives to provide housing opportunities to its Section 8 program participants free of the risk of lead-based paint poisoning.
 - The Rowan County Housing Authority will continue to meet the special needs of elderly families and families with disabilities by providing appropriate and accessible housing in the public housing program.
 - The Rowan County Housing Authority will continue to market its public housing and Section 8 program to make families and individuals aware of the availability of decent, safe, sanitary and affordable housing in the jurisdiction of the Housing Authority.
 - The Rowan County Housing Authority Admission and Continued Occupancy Policy (ACOP) requirements are established and designed to:
 - (1) Provide improved living conditions for very low and low-income families while maintaining the current payments at an affordable level.

- (2) To operate as a socially and financially sound public housing agency that is violence and drug-free, decent, safe and sanitary housing with a suitable living environment for residents and their families.
 - (3) To avoid concentrations of economically and socially deprived families in any of our public housing developments.
 - (4) To deny the admission of applicants, or the continued occupancy of residents, whose habits and practices reasonably may be expected to adversely affect the health, safety, comfort or welfare of other residents or the physical environment of the neighborhood, or create a danger to our employees.
 - (5) To attempt to house tenant body in each development that is composed of families with a broad range of incomes and a rent-paying ability that is representative of the range of incomes of low income families in our jurisdiction.
 - (6) To ensure compliance with Title VI of the Civil Rights Act of 1964 and all other applicable Federal fair housing laws and regulations so that the admissions and continued occupancy are conducted without regard to race, color, religion, creed, sex, national origin, handicap or familial status.
- We have similar principles for our Section 8 program:
 - (1) To provide decent, safe and sanitary housing for very low income families while maintaining their rent payments at an affordable level.
 - (2) To ensure that all units meet Housing Quality Standards and families pay fair and reasonable rents.
 - (3) To promote fair housing and the opportunity for very low income families of all ethnic backgrounds to experience freedom of housing choice.
 - (4) To promote a housing program which maintains quality service and integrity while providing an incentive to private property owners to rent to very low income families.
 - (5) To attain and maintain a high level of standards and professionalism in our day to day management of all program components.
 - (6) To administer an efficient, high performing agency through continuous improvement of the Housing Authority support systems and commitment to our employees and their development.

Our agency is part of the entire effort undertaken by the Rowan County and the State of North Carolina to address our jurisdiction's affordable housing needs. While we cannot ourselves meet the entire need identified in the Consolidated Plan, in accordance with our goals and objectives included in this Plan, we will try to address some of the identified need by using appropriate resources to maintain and preserve our existing stock. When appropriate and feasible, we will apply for additional grants and loans from federal, state and local sources, including private sources to enhance the affordable housing available in our community. We intend to continue working with our local partners to try and meet these identified needs.

This year we expect to continue to utilize the funds we receive for our existing programs to house people. We will be focusing on management improvements, modernization and increasing the number of owners willing to participate in our Section 8 program. Priorities and guidelines for programs often change from year to year and our decision to pursue certain opportunities and resources may change over the coming year if there are program changes beyond our control.

Other: (list below)

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

The North Carolina Consolidated Plan is supportive and is consistent with the Rowan County Housing Authority 5-year plan and Annual Plan.

The North Carolina Consolidated Plan supports the PHA Plan with its three basic goals which are to provide decent housing, a suitable living environment, and to expand economic opportunity.

The Consolidated Plan Housing needs identifies three dimensions that need to be addressed: physical quality, overcrowding and affordability. Special populations housing needs include the elderly/frail elderly, disabled and families and individuals that need special types of supportive housing.

The Consolidated Plan identifies lead poisoning as one of the primary environmental health hazards facing children.

The indication of housing need stresses the need for communities to provide a suitable living environment, including physical facilities and services for residents.

The State's priority community development needs are:

- Strong neighborhoods
- Jobs and business opportunities
- Access to infrastructure
- Community services and facilities

In Housing, the State strategies place the highest priorities to assist:

- Low income renters and existing home owners
- Homeless families and individuals
- Persons with special needs

While the housing development strategies outlined in the Consolidated Plan do not specifically address or include local public housing agencies, the priorities and strategies are consistent with and support the Rowan County Housing Authority's 5-year and annual plans to accomplish similar objectives for the very low and low income persons and families in its jurisdiction. The State of North Carolina propose to utilize available HUD funding as well as numerous sources to accomplish the strategies outlined in the Consolidated Plan

D. Other Information Required by HUD

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

The final Agency Plan Rule contains a requirement in 24 CFR 903.7 that agency plans contain a locally derived definition of "substantial deviation" and "significant amendment or modification."

The Rowan County Housing Authority has adopted a definition of substantial deviation and significant amendment or modification. It is found in Attachment I: Definition of Substantial Deviation and Significant Amendment or Modification.

Attachments

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

Attachment A: Housing Authority Deconcentration Policy

Attachment B: Capital Fund Program Fiscal Year 2003 Annual Statement

Attachment C: Capital Fund Program 5 -Year Action Plan

Attachment D: Capital Fund Program FY2002 P&E Report

Attachment E: Capital Fund Program FY2001 P&E Report

Attachment F: Resident Member on the PHA Governing Board

Attachment G: Resident Advisory Board

Attachment H: Deconcentration and Income Mixing

**Attachment I: Definition of Substantial Deviation and Significant
Amendment or Modification**

Attachment J: Pet Policy Statement

**Attachment K: Implementation of Community Service Requirements
Statement**

Attachment L: Statement of Progress

**Attachment M: Statement of Intent to Implement a Project -Based Voucher
Program -Progress Statement**

Attachment N: FY2002 Resident Survey Follow Up Plan.

Attachment A

Rowan County Housing Authority

Annual Plan

Fiscal Year 10/01/2003 –09/30/2004

Deconcentration Policy

The following is an extract from our adopted Admissions and Continued Occupancy Policy

10.4 DECONCENTRATION POLICY

It is the Rowan County Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Rowan County Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

10.5 Deconcentration Incentives

The Rowan County Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and non-discriminatory manner.

10.6 Offer of a Unit

When the Rowan County Housing Authority discovers that a unit will become available, we will contact the first family on the waiting list who has the highest priority for this type of unit or development and whose income category would help to meet the deconcentration goal and/or the income targeting goal.

The Rowan County Housing Authority will contact the family first by telephone to make the unit offer. If the family cannot be reached by telephone, the family will be notified of a unit offer via first class mail. The family will be given five (5) business days from the date the letter was mailed to contact the Rowan County Housing Authority regarding the offer.

The family will be offered the opportunity to view the unit. After the opportunity to view the unit, the family will have two (2) business days to accept or reject the unit. This verbal offer and the family's decision must be documented in the tenant file. If the family rejects the offer of the unit, the Rowan County Housing Authority will send the family a letter documenting the offer and the rejection.

10.7 Rejection of Unit

The Rowan County Housing Authority will determine how many locations within its jurisdiction have available units of suitable size and type in the appropriate type of development. This plan is based on the distribution of vacancies.

The applicant will be offered a unit in the location with the highest number of vacancies. If the offer is rejected, the applicant will be offered a suitable unit in the location with the second highest number of vacancies. If that unit is rejected, a final offer will be made in the location with the third highest number of vacancies.

If more than one unit of the appropriate type and size is available, the first unit to be offered will be the first unit that is ready for occupancy.

The Rowan County Housing Authority will maintain a record of units offered, including location, date and circumstances of each offer, each acceptance or rejection, including the reason for the rejection.

When an applicant rejects the final unit offer the Housing Authority will remove the applicant from the waiting list.

If in making the offer to the family the Rowan County Housing Authority skipped over other families on the waiting list in order to meet their deconcentration goal or offered the family any other deconcentration incentive and the family rejects the unit, the family will not lose their place on the waiting list and will not be otherwise penalized.

If the family rejects with good cause any unit offered, they will not lose their place on the waiting list. Good cause includes reasons related to health, proximity to work, school, and child care (for those working or going to school). The family will be offered the right to an informal review of the decision to alter their application status.

Attachment B

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

PHAName: RowanCountyHousingAuthority	GrantTypeandNumber CapitalFundProgramGrantNo: NC19P10250103 ReplacementHousingFactorGrantNo:	FederalFYofGrant: 2003
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations	5,000			
3	1408 Management Improvements	16,500			
4	1410 Administration	7,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	18,100			
10	1460 Dwelling Structures	140,000			
11	1465.1 Dwelling Equipment — Nonexpendable	7,500			
12	1470 Nondwelling Structures	32,403			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	108,768			
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	335,271			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

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

PHAName: Rowan County Housing Authority	Grant Type and Number Capital Fund Program Grant No: NC19P10250103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHAName: RowanCountyHousingAuthority		GrantTypeandNumber CapitalFundProgramGrantNo: NC19P10250103 ReplacementHousingFactorGrantNo:			FederalFYofGrant: 2003			
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev.Acct No.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Work
				Original	Revised	Funds Obligated	Funds Expended	
HAWide NC102-5	<u>Operations</u>	1406	LumpSum					
	PublicHousingOpera tions			5,000				
	SubtotalAcct1406			5,000				
HAWide NC102-5	<u>ManagementImprovements</u>	1408	LumpSum					
	EmployeeandCommissioner training;computerhardwareand software;maintenancetraining			16,500				
	SubtotalAcct1408			16,500				
HAWide NC102-5	<u>Administration</u>	1410	LumpSum					
	ProrationofExecutiveDirector& MaintenanceDirectorsalaries& benefitstoadministerCFP			7,000				
	SubtotalAcct1410			7,000				
HAWide NC102-5	<u>SiteImproveme nts</u>	1450						
	Installrailingonretainingwall@ RunningBrook		LumpSum	8,100				

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

PHAName: RowanCountyHousingAuthority		GrantTypeandNumber CapitalFundProgramGrantNo: NC19P10250103 ReplacementHousingFactorGrantNo:			FederalFYofGrant: 2003			
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev.Acct No.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Work
				Original	Revised	Funds Obligated	Funds Expended	
	Grading,landscapingatallsites		LumpSum	10,000				
	SubtotalAcct1450			18,100				
HAWide NC102-5	<u>DwellingStructures</u>	1460						
	Convertdwel lingunitstotenant suppliedutilities		LumpSum	15,000				
	UpgradeHVACunits		10units	15,000				
	EncloseA/Cunits@Kannapolis		94units	25,000				
	Installshutter/awnings@Kannapolis		94units	30,000				
	EncloseA/Cunits@ GrantStreet		100units	25,000				
	Installshutter/awnings@ GrantSt.		100units	30,000				
	SubtotalAcct1460			140,000				
HAWide NC102-5	<u>DwellingEquipment</u>	1465.1						
	Replacerefrigerators		10	4,000				
	Replacerranges		10	3,500				
	SubtotalAcct1465.1			7,500				
	<u>Non-DwellingStructures</u>	1470						
	Balanceofcosttoconstruct maintenancestoragefacility			32,403				

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

PHAName: RowanCountyHousingAuthority		GrantTypeandNumber CapitalFundProgramGrantNo: NC19P10250103 ReplacementHousingFactorGrantNo:			FederalFYofGrant: 2003			
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev.Acct No.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Work
				Original	Revised	Funds Obligated	Funds Expended	
	SubtotalAcct1470			32,403				
HAWide NC102-5	<u>ReplacementReserve</u>	1490						
	Set asideoffundsforfuturerroof replacement,dwellingunit renovationsandsiteimprovements			108,768				
	SubtotalAcct1490							
	GrandTotal			335,271				

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

PHAName: Rowan County Housing Authority	Grant Type and Number Capital Fund Program No: NC19P10250103 Replacement Housing Factor No:	Federal FY of Grant: 2003
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Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HAWide NC102-5 Running Brook Grant Street Kannapolis	09/30/05			09/30/07			

AttachmentC

CapitalFundProgramFive -YearActionPlan

PartI:Summary

PHAName:Rowan CountyHousingAuthority					<input checked="" type="checkbox"/> Original5 -YearPlan
					<input type="checkbox"/> RevisionNo:
Development Number/Name/ HA-Wide	Year1	WorkStatementforYear2 FFYGrant:200 4 PHAFY:10/01/0 4	WorkStatementforYear3 FFYGrant:200 5 PHAFY:10/01/0 5	WorkStatementfor Year4 FFYGrant:200 6 PHAFY:10/01/0 6	WorkStatementfor Year5 FFYGrant:200 7 PHAFY:10/01/0 7
	Annual Statem ent				
HAWide		335,271	335,271	335,271	335,271
CFPFunds Listedfor5 - yearplanning		335,271	335,271	335,271	335,271
Replacement HousingF actor Funds					

CapitalFundProgramFive -YearActionPlan

PartII:SupportingPages —WorkActivities

Activities for Year1	ActivitiesforYear: <u> 2 </u> FFYGrant:200 4 PHAFY:10/01/0 4			ActivitiesforYear: <u> 3 </u> FFYGrant:200 5 PHAFY:10/01/0 5		
	Development Name/Number	MajorWork Categories	EstimatedCost	Development Name/Number	MajorWork Categories	EstimatedCost
	HAWide	<u>Operations</u> (1406)		HAWide	<u>Operations</u> (1406)	
See		PublicHousing Operations	5,000		PublicHousing Operations	5,000
Annual						
	HAWide	<u>Mgt Improvements</u> (1408)		HAWide	<u>Mgt Improvements</u> (1408)	
Statement		Staff& Commissioner training;computer hardware& Software upgrades	15,000		Staff& Commissioner training;computer hardware& Software upgrades	15,000
		<u>Administration</u> (1410)			<u>Administration</u> (1410)	
		Prorationof ExecutiveDirector &Maintenance Directorsalaries& benefitsto administerCFP	7,000		Prorationof ExecutiveDirector &Maintenance Directorsalaries& benefitsto administerCFP	7,000

		<u>Site Improvements (1450)</u>			<u>Site Improvements (1450)</u>	
		Grading, Landscaping, sidewalk repairs at all site	10,000		Grading, Landscaping, sidewalk repairs at all site	10,000
	HAWide	<u>Dwelling Structures(1460)</u>		HAWide	<u>Dwelling Structures(1460)</u>	
		Upgrade HVAC systems(10 units)	15,000		Upgrade HVAC systems(10 units)	15,000
	HAWide	<u>Dwelling Equipment (1465.1)</u>		HAWide	<u>Dwelling Equipment (1465.1)</u>	
		Replace ranges & refrigerators(10)	7,500		Replace ranges & refrigerators(10)	7,500
	HAWide	<u>Replacement Reserve(1490)</u>		HAWide	<u>Non-Dwelling Equipment (1475)</u>	
		Set aside funds for future roof replacement, dwelling unit renovations & site improvements	275,771		Replace 2 lawn mower tractors	30,000
				HAWide	<u>Replacement Reserve(1490)</u>	

				Set aside funds for future roof replacement, dwelling unit renovations & site improvements	245,771
Total CFPEstimatedCost			335,271		335,271

CapitalFundProgramFive -Year ActionPlan
PartII:SupportingPages —WorkActivities

ActivitiesforYear: __ 4__ FFYGrant:200 6 PHAFY:10/01/0 6			ActivitiesforYear: _5_ FFYGrant:200 7 PHAFY:10/01/0 7		
Development Name/Number	MajorWork Categories	EstimatedC ost	Development Name/Number	MajorWork Categories	EstimatedCost
HAWide	<u>Operations</u> <u>(1406)</u>		HAWide	<u>Operations</u> <u>(1406)</u>	
	PublicHousing Operations	5,000		PublicHousing Operations	5,000
HAWide	<u>Mgt Improvements</u> <u>(1408)</u>		HAWide	<u>Mgt Improvements</u> <u>(1408)</u>	
	Staff& Commissioner training;computer hardware& Software upgrades	15,000		Staff& Commissioner training;computer hardware& Software upgrades	15,000

	<u>Administration (1410)</u>			<u>Administration (1410)</u>	
	Proration of Executive Director & Maintenance Directors salaries & benefits to administer CFP	7,000		Proration of Executive Director & Maintenance Directors salaries & benefits to administer CFP	7,000
	<u>Site Improvements (1450)</u>			<u>Site Improvements (1450)</u>	
	Grading, Landscaping, sidewalk repairs at all site	10,000		Grading, Landscaping, sidewalk repairs at all site	10,000
HA Wide	<u>Dwelling Structures (1460)</u>		HA Wide	<u>Dwelling Structures (1460)</u>	
	Upgrade HVAC systems (10 units)	15,000		Upgrade HVAC systems (10 units)	15,000
HA Wide	<u>Dwelling Equipment (1465.1)</u>		HA Wide	<u>Dwelling Equipment (1465.1)</u>	
	Replace ranges & refrigerators (10)	7,500		Replace ranges & refrigerators (10)	7,500
HA Wide	<u>Non-Dwelling Equipment (1475)</u>				
	Replace van	20,000			

HAWide	<u>Replacement Reserve(1490)</u>		HAWide	<u>Replacement Reserve(1490)</u>	
	Setasideoffunds forfutureroof replacement, dwellingunit renovations&site improvements	255,771		Setasideoffunds forfutureroof replacement, dwellingunit renovations&site improvements	275,771
	TotalCFPEstimatedCost	335,271			335,271

AttachmentD

**AnnualStatement/PerformanceandEvaluationReport
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)PartI:
Summary**

PHAName: RowanCountyHousingAuthority	GrantTypeandNumber CapitalFundProgramGrantNo: NC19P10250102 ReplacementHousingFactorGrantNo:	FederalFYofGrant: 2002
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OriginalAnnualStatement ReserveforDisasters/Emergencies RevisedAnnualStatement (revisionno: 1)
 PerformanceandEvaluationReportforPeriodEnding: 03/31/03 FinalPerformanceandEvaluationReport

Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		Total ActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds				
2	1406Operations	70,000	70,000	70,000	70,000.00
3	1408ManagementImprovements	6,500	6,500	0	0
4	1410Administration	6,056	6,056	0	0
5	1411Audit				
6	1415Liquidated Damages				
7	1430FeesandCosts				
8	1440SiteAcquisition	74,800	74,800	0	0
9	1450SiteImprovement				
10	1460DwellingStructures	15,000	15,000	0	0
11	1465.1DwellingEquipment —Nonexpendable	4,000	4,000	0	0
12	1470NondwellingStructures	95,281	54,597	0	0
13	1475NondwellingEquipment	63,634	29,634	0	0
14	1485Demolition				
15	1490ReplacementReserve	0	75,000	0	0
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts				
18	1499DevelopmentActivities				
19	1501CollateralizationorDebtService				
20	1502Contingency				
21	AmountofAnnualGrant:(sumoflines2 -20)	335,271	335,271	70,000	70,000.00
22	Amountofline21RelatedtoLBPActivities				
23	Amountofline21RelatedtoSection504 compliance				

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

PHAName: Rowan County Housing Authority	Grant Type and Number Capital Fund Program Grant No: NC19P10250102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: **03/31/03**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHAName: RowanCountyHousingAuthority		GrantTypeandNumber CapitalFundProgramGrantNo: NC19P10250102 ReplacementHousingFactorGrantNo:			FederalFYofGrant: 2002			
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev.Acct No.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Work
				Original	Revised	Funds Obligated	Funds Expended	
HAWide NC102-5	<u>Operations</u>	1406	LumpSum					
	ResidentServicesCoordinator salaries/benefitsandprogramcosts			70,000	70,000	70,000	70,000	100%
	SubtotalAcct1406			70,000	70,000	70,000	70,000	
HAWide NC102-5	<u>ManagementImprovements</u>	1408	LumpSum					
	EmployeeandCommissioner training			6,500	6,500	0	0	InProgress
	SubtotalAcct1408			6,500	6,500	0	0	
HAWide NC102-5	<u>Administration</u>	1410	LumpSum					
	ProrationofExecutiveDirector& MaintenanceDirectorsalaries& benefitstoCFP			6,056	6,056	0	0	InProgress
	SubtotalAcct1410			6,056	6,056	0	0	
HAWide NC102-5	<u>SiteImprovements</u>	1450						
	FencingatGrantStreet		LumpSum	48,000	48,000	0	0	25%

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

PHAName: RowanCountyHousingAuthority		GrantTypeandNumber CapitalFundProgramGrantNo: NC19P10250102 ReplacementHousingFactorGrantNo:				FederalFYofGrant: 2002		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev.Acct No.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Work
				Original	Revised	Funds Obligated	Funds Expended	
	Securitylighting		LumpSum	800	800	0	0	Planning
	Repaircrackedstairs		LumpSum	4,000	4,000	0	0	25%
	Burydownspouts		LumpSum	2,000	2,000	0	0	Planning
	Repair/replaceparkinglots		LumpSum	3,000	3,000	0	0	50%
	Installgutterguards		LumpSum	5,000	5,000	0	0	Planning
	Covercreek		LumpSum	12,000	12,000	0	0	75%
	SubtotalAcct1450			74,800	74,800	0	0	
HAWide NC102-5	<u>DwellingStructures</u>	1460						
	Enclosestairwells		LumpSum	15,000	15,000	0	0	10%
	SubtotalAcct1460			15,000	15,000	0	0	
HAWide NC102-5	<u>DwellingEquipment</u>	1465.1						
	Replaceappliancesasneeded		LumpSum	4,000	4,000	0	0	Planning
	SubtotalAcct1465.1			4,000	4,000	0	0	
HAWide NC102-5	<u>NonDwellingStructures</u>	1470						
	Laundry/storefacility			75,000	0			Deleted

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHAName: Rowan County Housing Authority			Grant Type and Number Capital Fund Program Grant No: NC19P10250102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Maintenance/storage facility (partial cost)			20,281	54,597	0	0	Obtaining Bids
	Subtotal Acct 1470			95,281	54,597	0	0	
HA Wide NC102-5	<u>Non-Dwelling Equipment</u>	1475						
	Transportation Vehicles		2	34,316	0			Deferred
	Utility Tractor and accessories		Lump Sum	29,318	29,318	0	0	100%
	Subtotal Acct 1475			63,634	29,634	0	0	
HA Wide NC102-5	<u>Replacement Reserve</u>	1490						
	Set aside of funds for future roof replacement, dwelling unit renovations & site improvements		Lump Sum	0	75,000	0	0	
	Subtotal Acct 1490			0	75,000	0	0	
	Grand Total			335,271	335,271	70,000	70,000.00	

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

PHAName: Rowan County Housing Authority		Grant Type and Number Capital Fund Program No: NC19P10250102 Replacement Housing Factor No:					Federal FY of Grant: 2002
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HAWide NC102-5 Running Brook Grant Street Kannapolis	09/30/04			09/30/06			

Attachment E

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

PHAName: ROWAN COUNTY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: NC19P10250101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 03/31/2003 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	0			
2	1406 Operations	67,460		67,460	67,460.00
3	1408 Management Improvements Soft Costs	33,446			
	Management Improvements Hard Costs	0		33,446	33,446.00
4	1410 Administration	20,000		20,000	20,000.00
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	0			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	184,710		184,710	89,863.84
10	1460 Dwelling Structures	0			
11	1465.1 Dwelling Equipment — Nonexpendable	0			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	66,740		66,740	66,740.00
14	1485 Demolition	0			

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

PHAName: ROWAN COUNTY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: NC19P10250101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 03/31/2003 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1499 Development Activities	0			
19	1502 Contingency	0			
21	Amount of Annual Grant: (sum of lines.....)	372,356		372,356	277,509.84
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security Soft Costs --				
25	Amount of Line 21 related to Security Hard Costs --				
26	Amount of line 21 Related to Energy Conservation Measures				
27	Collateralization Expenses or Debt Service				

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

PHAName: Rowan County Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P10250101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
HA Wide	<u>Operations</u>								
	Resident Services Coordinator salary/benefits; resident services programs		1406		67,460		67,460	67,460.00	complete
	Subtotal Acct 1406				67,460		67,460	67,460.00	
HA-Wide	<u>Management Improvements</u>		1408						
	Computers software training				28,446		28,446	28,446.00	complete
	Consultant fees				3,000		3,000	3,000.00	complete
	Employee Training				2,000		2,000	2,000.00	Complete
	Subtotal Acct 1408				33,446		33,446	33,446.00	
HA-Wide	<u>Administration</u>		1410						
	Salary proration for Executive Director and Maintenance Director				20,000		20,000	20,000.00	complete
	Subtotal Acct 1410				20,000		20,000	20,000.00	

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

PHAName: Rowan County Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P10250101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work
HA-Wide	<u>Fees and Costs</u>		1430					
	Hire Consultant for Needs 5 year plan				0			
	A/E Fees				0			
	Subtotal Acct 1430				0			
	<u>Site Improvements</u>		1450					
NC102 -5								
Running Brook	Handrails				5,003	5,003	5,003.00	Complete
HA-Wide	Landscaping –General preparation and overseeding of full site –minimal grading				60,000	60,000	10,000.00	In Progress
HA-Wide	General landscaping at strategic areas along building corners, etc., used drought resistant plants that require minimal maintenance				82,896	82,896	38,050.84	In Progress

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

PHA Name: Rowan County Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P10250101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work
	Subtotal Acct 1450				147,899	147,899	53,053.84	

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

PHAName: ROWAN COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NC19P10250101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work	
NC102 -5 Grant Street	Provide concrete patio on front; rework walks, steps, etc., as needed		1450		17,500	17,500	17,500.00	100%	
NC102 -5 Kannapolis	Provide concrete patio on front; rework walks, steps, etc., as needed				12,603	12,603	12,603.00	100%	
NC102 -5 Grant Street	Repair damaged concrete walks and provide additional walks at Bldg 20 -21				0				
HA-Wide	Replace Mail Boxes & Covers and upgrade cover @ Weant St.)				6,708	6,708	6,708	100%	
Subtotal Acct 1450					36,811	36,811	36,811.00		
Total Acct 1450					184,710	184,710	89,863.84		

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

PHAName: ROWAN COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NC19P10250101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work
HA-Wide	<u>Dwelling Equipment</u>		1465					
	Replace Refrigerators as needed				0			
	Subtotal Acct 1465				0			
HA-Wide	<u>Nondwelling Equipment</u>		1475					
	Tractor w /loader and trailer				22,000	22,000	22,000.00	100%
	Maintenance Vehicle				44,740	44,740	44,740.00	100%
	Subtotal Acct 1475				66,740	66,740	66,740.00	
	Grand Total				372,356	372,356	277,509.84	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHAN Name: ROWAN COUNTY HOUSING AUTHORITY			Grant Type and Number Capital Fund Program No: NC19P10250101 Replacement Housing Factor No:				Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE	12/31/02		12/31/02	09/30/03			
NC102 -5	12/31/02		12/31/02	09/30/03			

Attachment F

RowanCountyHousingAuthority

AnnualPlan

FiscalYear 10/01/2003 –09/30/2004

RequiredAttachment:ResidentMemberonthePHA GoverningBoard

1. Yes No: Does thePHAgoverningboardincludeatleast onememberwho
isdirectlyassistedbythePHAthisyear?(ifno,skipto#2)

A. Nameofresidentmember(s)onthegoverningboard:

JoanneHolmes

B. Howwasthe residentboardmembersselected:(selectone)?

- Elected
 Appointed

C. Thetermofappointmentis(includethedatetermexpires): 5-Yearappointment
expiring2006

2. A. IfthePHAgoverningboarddoesnothaveatleastonememberwhoisdirectly
assistedbythePHA,whynot? **NA**

- thePHA islocatedinaStatethatrequiresthemembersofa
governingboardtobesalariedandserveonafulltimebasis
 thePHAhaslessthan300publichousingunits,hasprovided
reasonablenoticetotheresidentadvisoryboardoftheopport unity
toserveonthegoverningboard,andhasnotbeennotifiedbyany
residentoftheirinteresttoparticipateintheBoard.
 Other(explain):

B. Dateofnexttermexpirationofagoverningboardmember: 8/31/2003

C. Name andtitleofappointingofficial(s)forgoverningboard(indicateappointing
officialforthenextposition):

RowanCountyCommissioners

Attachment G

RowanCountyHousingAuthority

AnnualPlan

FiscalYear 10/01/2003 –09/30/2004

RequiredAttachment:MembershipoftheResidentAdvisory BoardorBoards

- i. ListmembersoftheResidentAdvisoryBoardorBoards:(Ifthelistwouldbe unreasonablylong,listorganizationsrepresentedorotherwiseprovideadescription sufficienttoidentifyhowmembersarechosen.)

TelishaReid

StephanieChambers

DonnaMesser

CeceliaBenton

AnniePayton

GaryBaldwin

PatriciaKerns

DorothyRice

PaulineAdams

Attachment H

Rowan County Housing Authority

Annual Plan

Fiscal Year 10/01/2003 – 06/30/2004

Component 3,(6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
NC102-3	28	See Below	See Below

Current HUD regulations state that covered developments below 30% of the Area Median Income are exempt from the Deconcentration and Income Mixing requirements. The Area Median Income (AMI) for the jurisdiction of the Rowan County Housing Authority is \$61,800. The average incomes of all covered developments are below 30% of the Area Median Income and are recurrently exempt from the Deconcentration and Income Mixing requirements.

Deconcentration Policy:

See Attachment A to this Annual Plan

Attachment I

Rowan County Housing Authority

Annual Plan

Fiscal Year 10/01/2003 – 09/30/2004

Definition of Substantial Deviation and Significant Amendment or Modification

“Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the Rowan County Housing Authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.”

Attachment J

Rowan County Housing Authority

Annual Plan

Fiscal Year 10/01/2003 – 09/30/2004

Pet Policy Statement

The Rowan County Housing Authority allows for pet ownership in its developments with the written pre-approval of the Housing Authority.

The Rowan County Housing Authority has adopted the following reasonable requirements as part of the Pet Policy:

1. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units.
2. In exchange for this right, resident assumes full responsibility and liability for the pet and agrees to hold the Rowan County Housing Authority harmless from any claims caused by an action or inaction of the pet.
3. Residents must have the prior written approval of the Housing Authority before moving a pet into their unit.
4. Residents must request approval on the Authorization for Pet Ownership Form that must be fully completed before the Housing Authority will approve the request.
5. Residents must give the Housing Authority a picture of the pet so it can be identified if it is running loose.
6. A pet deposit of \$150 is required at the time of registering a pet.
7. The Rowan County Housing Authority will allow only common household pets. This means only domesticated animals such as a dog, cat, bird, rodent (including a rabbit), fish in a aquariums or a turtle will be allowed in units. Common household pets do not include reptiles (except turtles).

All dogs and cats must be spayed or neutered before they become six months old. A licensed veterinarian must verify this fact.

Only one pet per unit will be allowed.

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

No animal may exceed fifteen (15) pounds in weight projected to full adult size.

8. In order to be registered, pets must be appropriately inoculated against rabies, distemper and other conditions prescribed by state and/or local ordinances. They must comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements. A certification signed by a licensed veterinarian or state or local official shall be annually filed with the Rowan County Housing Authority to attest to the inoculations.
9. The Rowan County Housing Authority, or an appropriate community authority, shall require the removal of any pet from a project if the pet's condition is determined to be a nuisance or a threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

AttachmentK

RowanCountyHousingAuthority

AnnualPlan

FiscalYear 10/01/2003 –09/30/2004

ImplementationofPublicHousingResident CommunityServiceRequirements

TheDepartmentofVeteranAffairsandHousingandUrbanDevelopment,and IndependentAgenciesAppropriationsAct,2002,atSection432,providesthat:“Noneof thefundsavailablebythisActmaybeusedtoimplementorenforcethe requirementrelatingtocommunityservice,exceptwithrespecttoanyresidentofa publichousingprojectfundedwithanyamountprovidedundersection24oftheUnited StatesHousingActof1937,asamended,oranypredecessorprogramforthe revitalizationofseverelydistressedpublichousing(HOPEVI).

Underthisprovision,HousingAuthoritiesareprecludedfromimplementingorenforcing communityservicerequirementsusingFY2002funds.HUDfurtherpermitsHousing Authorityestoimmediatelysuspendenforcementoftherequirements.

TheRowanCountyHousingAuthoritysuspendedenforcementofthe8-hourcommunity servicerequirementfortheFiscalYearendingSeptember30,2003.TheHousing AuthoritywillimplementenforcementofthisprovisionofourAdmissionsandContinued OccupancyPolicyasprovidedbyHUDinNoticePIH2003.17.Intakingthisaction,we stillwanttoencourageourpublichousingresidentstobothparticipateintheir communityandenhancetheirselfsufficiencyskillsinatrulyvoluntarymanner.

Allresidents shallbenotifiedoftherequirements.

TheadministrativestepsthatwewilltaketoimplementtheCommunityService Requirementsincludethefollowing:

1. DevelopmentofWrittenDescriptionofCommunityServiceRequirement:

TheRowanCountyHousingAuthorityhasawrittendevolvedpolicyof CommunityServiceRequirementsasapartoftheAdmissionsandContinued

Occupancy Policy and has completed the required Resident Advisory Board review and public comment period.

2. Scheduled Changes in Leases:

The Rowan County Housing Authority has made the necessary changes to the lease and has completed the required Resident Advisory Board review and public comment period.

3. Written Notification to Residents of Exempt Status to each Adult Family Member:

The Rowan County Housing Authority will notify residents at the time of their recertification.

4. Cooperative Agreements with TANF Agencies:

The Rowan County Housing Authority has a Cooperative Agreement with the TANF Agency (Rowan County Department of Social Services).

Programmatic Aspects:

Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community.

An economic self-sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, workfare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).

The Rowan County Housing Authority will coordinate with social service agencies, local schools, and the Human Resources Office in identifying a list of volunteer community service positions.

Together with the Resident Advisory Board, the Rowan County Housing Authority may create volunteer positions such as, litter patrols, and supervising and record keeping for volunteers.

AttachmentL

RowanCountyHousingAuthority

AnnualPlan

FiscalYear 10/01/2003 –09/30/2004

StatementofProgressinMeetingthe5 -YearPlan MissionandGoals

Thefollowingtablereflectstheprogresswehavemadeinachievingour goalsandobjective s:

GoalOne:MANAGETHEROWANCOUNTYHOUSINGAUTHORITY'SEXISTING PUBLICHOUSINGPROGRAMINANEFFICIENTANDEFFECTIVE MANNER	
Objective	Progress
1.HUDshallrecognizetheRowan CountyHousingAuthorityasa standardperformerunderPHASforour fiscal yearendingSeptember30,2001.	UnderthecurrentPublicHousing AssessmentSystem,theManagement AssessmentScorefortheFiscalYear ended09/30/01is24outofapossible30 pointsforaratingofStandardPerformer. ThisObjectivehasbeenaccomplished.
2. HUD shall recognize the Rowan County Housing Authority as a high performer under PHAS for our fiscal year ending September 30, 200 4 and eachyearthereafter.	NotApplicableforthisAnnualPlan submission.
3. The Rowan County Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer -friendly and fiscally prudent leader in the affordable housing industry. This is an on -going objective.	Staffhasattendedmanagement, maintenanceandfinancialtrainingthis pastyear.TrainingincludedPIC,REAC, MTCS,regionalconferencesand workshops,andonsitesafetytraining.On thejobtrainingisongoing.Wehold monthlymeetingswithallstaff.
4. The Rowan County Housing Authorityshalldecreasethepercentage ofrents(amounts)delinquentfrom17%	As of3/31/2001the%ofrents(amounts) delinquenttototalchargeswas 21.62%. As of3/31/3003the%ofrents(amounts)

as of 3/31/2000 to 5% by September 30, 2004.	delinquent to total charges was 28.89%.
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Goal Two: MANAGE THE ROWAN COUNTY HOUSING AUTHORITY'S TENANT BASED PROGRAMS IN AN EFFICIENT AND EFFECTIVE MANNER	
Objective	Progress
1. HUD shall recognize the Rowan County Housing Authority as a standard performer under SEMAP for our fiscal year ending September 30, 2001.	The Housing Authority earned 95 out of a possible 135 points for an overall score of 70% for a rating of Standard Performer for the Fiscal Year ended 09/30/2001. This objective has been accomplished.
2. HUD shall recognize the Rowan County Housing Authority as a high performer under SEMAP for our fiscal year ending September 30, 2004 and each year thereafter.	Not applicable as of this Annual Plan submission.

Goal Three: ENHANCE THE MARKETABILITY OF THE ROWAN COUNTY HOUSING AUTHORITY'S PUBLIC HOUSING UNITS	
Objective	Progress
1. The Rowan County Housing Authority shall achieve a level of customer satisfaction that gives the agency the highest score possible in this element of the Public Housing Assessment System for the Fiscal Year ending September 30, 2004.	Not applicable as of this Annual Plan submission.
2. The Rowan County Housing Authority shall achieve proper curb appeal for its public housing developments by improving its landscaping, keeping grass cut, making the properties litter-free and other actions. This is an on-going objective.	Our CFP grants and our 5-year action plan include numerous work items intended to improve the sites at all of our public housing developments. This is in addition to our on-going maintenance of the properties. This work is in progress as of this Annual Plan submission. See our Capital Fund documents.

Goal Four: DELIVER TIMELY AND HIGH QUALITY MAINTENANCE SERVICE TO THE RESIDENTS OF THE ROWAN COUNTY HOUSING AUTHORITY	
Objective	Progress
1. The Rowan County Housing	This objective has been accomplished.

<p>Authority shall adopt a policy for the eradication of pest infestation (including cockroach infestation) by September 30, 2001.</p>	<p>The policy was adopted as a part of four FY2000 Agency Plan.</p>
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<p>Goal Five: IMPROVE ECONOMIC OPPORTUNITY (SELF-SUFFICIENCY) FOR THE FAMILIES AND INDIVIDUALS WHO RESIDE IN OUR HOUSING</p>	
<p>Objective</p>	<p>Progress</p>
<p>1. The Rowan County Housing Authority will successfully graduate 23 families from the Family Self-Sufficiency Program by September 30, 2005 as follows:</p> <p>By 9/30/2001: 3 families By 9/30/2002: 5 families By 9/30/2003: 5 families By 9/30/2004: 5 families By 9/30/2005: 5 families</p>	<p>In Fiscal Year 2001, 5 families have successfully graduated from the Family Self-Sufficiency Program. As of March 31, 2003, a total of 13 families have successfully graduated from the program. This objective is currently being accomplished ahead of schedule.</p>
<p>2. The Rowan County Housing Authority's new community centers shall be effectively utilized to provide resident services as measured by increasing their utilization to 50% of the time by September 30, 2005.</p>	<p>Our new community centers are recurrently being used for GED, computer training for adults & children, children's activities, resident meetings and activities, first aid classes, day care staff training, head start, and other activities. Community centers are being utilized 75 to 90 percent of the time, including weekends.</p> <p>This objective has been accomplished ahead of schedule.</p>
<p>3. The Rowan County Housing Authority shall develop a facilities use policy governing its new community centers by September 30, 2001.</p>	<p>Our Facilities Use Policy was developed and adopted as a part of the FY2002 Annual Plan. This objective has been accomplished.</p>

AttachmentM

RowanCountyHousingAuthority

AnnualPlan

FiscalYear10/01/2003 –06/30/2004

StatementofIntenttoImplementaProject -basedVoucher Program -ProgressStatement

Background

Inaccordancewith24CFRPart983,theRowanCountyHousing Authority intendstoimplementaProject -BasedVoucherProgram.Asrequiredbythe regulations,thisattachmentisincludedaspartofourAgencyPlansubmission forourfiscalyearbeginningOctober1,200 3.

ItistheintentoftheRowanCountyHousing Authoritytoutilizeupto 20%(110 units)ofourcurrentSection8programallocationforaProject -BasedVoucher Program.TheprogramwillbedesignedforElderlypersons.

The locationofthefacility(s)iswithintheRowanCountyHousingAuthority jurisdiction.

Thisproject -basedvoucherprogramisconsistentwithourPHAPlaninthatthere isasignificantneedforhousingforelderlypersonsinourjurisdictionasreflected intheAgencyPlanStatementofHousingNeeds.Elderlyfamiliescurrentlyon ourwaitinglisthaveadifficulttimefindingsuitablehousing.

ProgressStatement

The Rowan County Housing Authority has received HUD approval and has advertisedtheavailabilityof40Section8tenant -basedvoucherstobeallocated toproject -based assistance. TheseunitsaredesignatedfortheWhisperingOaks apartmentscurrentlyunderconstructionandwe expectcompletioninNovember, 2003.Duringtheinterim,weintendtoopenourwaitinglistforbothfamiliesand elderly and disabled persons. We anticipate that the waiting list will produce morethansufficientapplicantsfortheWhisperingOaksapartments.

InadditiontothewaitinglistinthePlantemplate,Section1.Statementof HousingNeeds,thetable entitled **HousingNeedsofFamilies inthe Jurisdiction** reflects2,140elderly familiesinRowanCountyand2,162

families in Cabarrus County in need of affordable housing. This information is provided in U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset (CHAS Table 1C – tables derived from 2002 projections)

Attachment N
Rowan County Housing Authority
Annual Plan
Fiscal Year 10/01/2003 – 09/30/2004
The PHAS 200 2 Resident Survey
Follow Up Plan

OVERVIEW/BACKGROUND

The PHAS Resident Survey for FY2002 resulted in one survey form sent to one resident of the Rowan County Housing Authority. While the resident responded to the survey, HUD determined that one survey response was not adequate. Consequently, HUD arbitrarily assigned the FY2001 scores to the Housing Authority without notification. As a result, the Housing Authority had no opportunity to appeal the HUD actions. Since the scores assigned to the Housing Authority are the same as for FY2001, we are resubmitting the Followup Plan that was submitted with our Annual Plan for the fiscal year that began October 1, 2002.

The results of the Fiscal Year 2001 Resident Service and Satisfaction Survey indicate that the Housing Authority received the following scores:

Maintenance and Repair:	90%
Communication:	71%
Safety:	69%
Services:	88%
Neighborhood Appearance:	62%

As a result, we are required to include this Action Plan for the sections that score below 75% as a supporting document to our PHA Annual Plan for our fiscal year that begins on July 1, 2003.

Our Authority is interested in addressing any and/or real or perceived concerns that the residents may have regarding communications, neighborhood appearance, services, maintenance and repair and safety. We will strive to make any necessary and appropriate improvements to our management operations, our maintenance policies and practices and in our modernization plans that are in the best interests of our residents, the Housing Authority and the community.

RESIDENTS SURVEY

We determined that our best course of action was to discuss all five (5) of the elements of the Resident Service and Satisfaction Survey with the residents that were in attendance at the Resident Advisory Board meeting held as a part of our Agency Plan development process.

Our Action Plan consists of the following steps:

\$ASQNC1022003200308061055-15

STEP ONE: CONDUCT MEETINGS WITH THE RESIDENT ADVISORY BOARD

STEP TWO: DOCUMENT COMMENTS RECEIVED IN THE PHA PLAN

STEP THREE: ADDRESS THE COMMENTS RECEIVED

OTHER ACTION ITEMS

General

Communication (71%) :

Our Authority holds periodic meetings with residents and with our Resident Advisory Board on a monthly basis. As appropriate, we communicate services, procedures and other neighborhood related issues. Residents are encouraged to express concerns regarding maintenance and repair, communications, safety, services, and neighborhood appearance. Residents are encouraged to actively participate in activities that promote the overall wellbeing of the development.

We have updated our written policies and procedures, including the Admissions and Continued Occupancy Policy, Dwelling Lease, and Pet Policy to be in compliance with current HUD regulation. The Resident Advisory Board has been given the opportunity to provide comments and recommendations regarding each of the policies.

We communicate with residents by using flyers, community meetings, family conferences, newsletter, field trips, social activities, educational training, and letters.

The Housing Authority will continue to seek resident involvement in the development of both an annual and long -range plans for the modernization of its public housing units and site improvements. Residents are notified of improvements being made to their developments.

Safety (69%) :

The Housing Authority has budgeted for numerous physical improvements that will improve resident perception of security and safety. The following are a few of the improvements completed or planned over the next five years.

1. Replace handrails
2. Repair/replaces sidewalks
3. Landscaping improvements
4. Install fencing
5. Resident and vehicle identification
6. Increased exterior lighting
7. Installation of patios for families to congregate without infringing on neighbors privacy

Neighborhood play ground areas are being constructed for resident children.

All criminal activities known to the Housing Authority are reported to local police authorities. Residents are encouraged to report criminal activities to the local police and the Housing Authority.

Our adopted Admissions and Continued Occupancy policy includes an applicant and resident screening process which denies admission and continued occupancy to those individuals who do not meet the legal criteria established by HUD and the suitability criteria established by the Board of Commissioners.

Our public housing Dwelling Lease defines safe behavior for residents and outlines policies for termination for failure to abide by such policies.

Neighborhood Appearance (62%)

Daily yard inspections are conducted by Maintenance and Management staff. Residents are encouraged to pick up trash and litter. Residents are assessed charges for failure to maintain their yard areas.

Graffiti is removed within 24 hours of detection or report.

Landscaping improvements are planned including fencing, grass seeding and shrubbery.

Local officials are contacted when neighboring properties create a health or safety hazard.

In summary, the Housing Authority is striving to improve the quality of life for its residents. In addition, we will continue to address all aspects of the resident survey including maintenance and repair, safety, communications, neighborhood appearance and services in our operations and administration of the public housing program and in our periodic meetings and other forms of communications with our residents. **Our ultimate goal is to achieve a level of customer satisfaction that gives the agency the highest score possible in this element of the Public Housing Assessment System.**