

U.S.DepartmentofHousingandUrbanDevelopment  
OfficeofPublicandIndianHousing

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# PHAPlans

5-YearPlanforFiscalYears2000 -2004  
AnnualPlanforFiscalYear2003

**HOUSINGAUTHORITYOFLAKECITY,SC**

**JULY1,2003TOJUNE30,2004**

June1,2003VERSION2

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBECOMPLETEDIN  
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

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HUD50075  
OMBApprovalNo:2577 -0226  
Expires:03/31/2002

**PHA Plan  
Agency Identification**

**PHAName: HOUSING AUTHORITY OF FLAKE CITY, SC.**

**PHANumber: SC018**

**PHAFiscalYearBeginning:(mm/yyyy) JULY 1, 2003**

**PHA Plan Contact Information:**

Name: Mr. Ronnie Poston, Executive Director

Phone: 843 -394-3541

**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, county or state government
- Public library
- PHA website
- Other (list below)

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

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

**PHA Programs Administered:**

X Public Housing and Section 8 Section 8 Only Public Housing Only

**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 to provide, within limits imposed by applicable laws, HUD rules and regulations, adequate housing and related services for qualified Citizens.

**B.Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
  - Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or develop units
  - 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 one 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 effort to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

**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)**

Presented, hereinafter, are the goals originally adopted by the Housing Authority in its original 2000 five-year plan. The Housing Authority is continuing to work on completion of these goals.

**See PHA adopted Five-Year Plan for specific details.**

PHA Goal 1: To preserve the stock of existing housing owned and/or managed by the PHA.

Objectives:

- 1a. Inspect all housing units annually to ensure they are in decent, safe, and sanitary condition. Complete this process by Sept. 30, 2000.
- 1b. Identify funds and resources that may be available to implement Goal 1. Complete by Sept. 30, 2000 initially and continue in subsequent plan years.
- 1c. Identify Capital Improvement items in a priority order, which are necessary to accomplish Goal 1. Initial step to be completed by Sept. 30, 2000 and continue in subsequent plan years.
- 1d. Implement Capital Improvement programs that can be funded on the priority basis established in objective 1c.

PHA Goal 2: To Increase the availability of decent, safe, affordable housing in the jurisdiction of the PHA.

Objectives:

- 2a. Identify the specific needs for decent, safe, and affordable housing in the jurisdiction of the PHA. Complete this process by Sept. 30, 2000. Continue to monitor this aspect in subsequent years.
- 2b. Identify resources that may be available to provide the needs identified in 2a. Complete the initial step by Sept. 30, 2001 and continue in subsequent years as the needs arise.
- 2c. Ensure that the housing needs identified in 2a are met using the resources identified in 2b. Complete the initial process by Sept. 30, 2003 and in subsequent years as applicable.

PHA Goal 3: To Promote Available, Adequate, Decent, Safe, and Affordable Housing.

Objectives:

- 3a. Maintain a practice of accepting housing discrimination complaints and forwarding these complaints to the proper investigative unit.
- 3b. Monitor housing placement and enforce the 'Deconcentration Policy' with a goal of 10% of lower income participants placed into higher income neighborhoods over the next five (5) years.
- 3c. Perform a study to determine the feasibility of converting rental units to homeownership units.
- 3d. Perform an annual review of residents whom may be interested in homeownership units.

PHA Goal 4: To Promote Economic Opportunity and Vitality and Asset Development.

Objectives:

- 4a. Determine the feasibility of implementing flat rents.
- 4b. Implementing a ceiling rent and choice of rent policy that will allow resident asset accumulation.
- 4c. Survey residents to determine the interest in self-sufficiency programs that may be available.
- 4d. Survey residents to determine if any residents are interested in technical, vocational, or job training programs.
- 4e. Survey residents to determine whether any are interested in resident business development activities.
- 4f. Increase the number of households with a working family member 10% by giving preference in housing to families whom are working.
- 4g. Employ admission preferences aimed at families with hardships.
- 4h. Employ admission preferences aimed at families that are working.
- 4i. Adopt rent policies to support and encourage work.

PHAGoal5:ToEnsureEqualOpportunityinHousingforallAmericans.

Objectives:

5a.Undertakeaffirmativemeasurestoensureaccesstoassistedhousing regardless of race, color, religion, national origin, sex, familial status, and disability.

5b.Undertakeaffirmativemeasurestoprovideasuitablelivingenvironmentforfamilieslivinginassistedhousing,regardless of race, color, religion, national origin, sex, familial status and disability.

5c.Undertakeaffirmativemeasurestoensureaccessiblehousingto persons with all varieties of disabilities regardless of unit size

required.

PHAGoal 6:ToProvideSuitableLivingEnvironment.

Objectives:

6a.Implementmeasurestodeconcentratepovertybybringinghigher higher income public housing households into lower income developments.

6b.Implementmeasurestopromote income mixing in public housing by assuring access for lower income families into higher income developments.

6c.Determinewhetherthedwellingunitsandfacilitiesmeetlead paint, asbestos, and 504 disabled accessibility standards.

6d.Addairconditioningtoalldwellingunits.

6e.Improvescreeningproceduresforprospective residents.

PHAGoal7:ToImprovethPhysicalConditionoftheExistingHousingUnits.

Objectives:

7a.ImplementthemodernizationprogramaspresentedintheFive -Year improvement plan which includes air conditioning needs, structural and dwelling unit upgrades, etc. See Form 52834 & 52837.

7b.Renovateandupgrademajorsystems.

7c.Perform a 'Physical Needs Assessment' survey annually.

7d.AnnuallyanalyzetheREACInspectionSurveyresultsandcorrectany deficiencies as noted.

7e.Implementandreviewfire,safety,andcrimepreventionmeasures.

7f.Determineifanymodificationsareneededinpublichousingbasedon section 504 Needs Assessment for Public Housing.

PHA Goal 8: To Improve the Service Delivery Efforts of Management and Maintenance.

Objectives:

- 8a. Management will plan program activities according to the needs of the low income residents by communicating and meeting with residents on an annual basis.
- 8b. Management will improve communications and coordination with local law enforcement agencies.
- 8c. Management will annually review and scrutinize all policies to determine if changes are necessary.
- 8d. Management will prepare a 'Management Needs Assessment' annually to determine changes and improvements that may be necessary.
- 8e. Management will annually review its administrative and operating practices in an effort to determine where improvements may be made.
- 8f. Maintenance and management will assess its maintenance delivery and service function for possible areas of improvement.
- 8g. Maintenance and management will attend appropriate training seminars to improve the maintenance and management functions and service delivery.



**AnnualPHAPlan**  
**PHAFiscalYear2003**  
[24CFRPart903.7]

**i. AnnualPlanType:**

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

**StandardPlan**

**StreamlinedPlan:**

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

**TroubledAgencyPlan**

**ii. ExecutiveSummaryoftheAnnualPHAPlan**

[24CFRPart903.79(r) ]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiativesanddiscretionarypoliciesethePHAhasincludedintheAnnualPlan.

ThisAnnualPlanisanupdateoftheFive -YearPlanasadoptedin1999.Allmaj or componentsarecoveredinthisAnnualPlancommencingfortheyearbeginningJuly1,2003. Plannedmodernizationworkthroughoutallofthesitesisdisclosedandtheattachments discloseresultsofthefirst,second,andthirdyearactivities,majorp oliciesthathavebeen adoptedinaccordancewithHUDfinalrules,andresidentboardmemberstatushasbeen compliedwithordisclosed.

**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 Plan file, provide the filename in parentheses in the space to the right of the title.

**Required Attachments:**

- Admissions Policy for Deconcentration -- **ATTACHMENT A**
- FY2003 Capital Fund Program Annual Statement — **ATTACHMENT B (Table Library)**
- Most recent board -approved operating budget (Required Attachment for PHA that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- FY2003 Capital Fund Program 5 Year Action Plan —ATTACHMENT C (Table Library)
- PHA Management Organizational Chart —ATTACHMENT K
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
- Attachment E : Membership of Resident Advisory Board or Boards
- Attachment \_\_: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)
- X Attachment F : Results of Second Year Activities and Progress Report
- X Attachment G : Substantial Deviation Policy
- X Attachment H : Description of Community Service Implementation
- X Attachment I : Pet Policy Excerpts
- X Attachment J : De-concentration
- X Attachment K : PHA Management Organizational Chart
- X Attachment L : P & E Report – Open CFPP Programs
- X Attachment M : Initial Voluntary Assessment
- X Attachment N : Resident Satisfaction Follow -Up

**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 jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/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;

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA Board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input 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 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 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
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI revitalization Plans or any	Annual Plan: Capital Needs

**List of Supporting Documents Available for Review**

<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	other approved proposal for development of public housing	
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TO Por ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	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 result of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1.StatementofHousingNeeds

[24CFRPart903.79(a)]

TheQualityHousingandWorkResponsibilityActof1998requiresthePHAtosetforthinoutAnnualPlanaNeedsAssessmentofthe housingneedsofourjurisdictionandourwaitinglist.Also,wearerequiredtostatehowweintendtoaddresstheseneeds.

AttachedistheinformationcontainedintheHousingNeedsSectionofourConsolidatedPlan.Itshowsthereisasignificantneedfor additionalaffordablehousingresourcesinourcommunity.Also,pertherequirements,wehaveattacheddataandtablesthatprovide ananalysisofourwaitinglist.

Theinformationwasanalyzedinthefollowingmanner.WegathereddatafromourwaitinglistsandtheStateConsolidatedPlan. ThenwelookatthisinformationfromtheperspectiveoftherequiredgroupsandforthefactorsintheInterimRule.

ThePHAusedthisanalysisistoprepareourFive-Yeargoalsandobjectives.Itreflectsourprioritiesthatwehavesetforthinour MissionStatement.

Finally,wearerequiredtostatehowweintendtoaddressourcommunity'shousingneedstothe maximumextentpractical.Whilewe wishwecouldmeettheneedsthatexistinourjurisdiction,wearenotoptimisticaboutachievingthisobjective.Theproblemisthat welacktheresourcetoaddressourhousingneeds.ThePHAdoesnothavetheresourcetoaccomplishourobjectives.TheFederal Governmenthasnotmadeacommitmentofitsresourcetoaccomplishourobjective.Theonlypracticalthingwecandoisapplyfor thegrant opportunitiesmadeavailablebytheU.S.DepartmentofHousingandUrbanDevelopmentandotherhousingfundproviders overthecourseofthenextyear.

## **A.HousingNeedsofFamiliesintheJurisdiction/sServedbythePHA**

<b>HousingNeedsofFamiliesintheJurisdiction byFamilyType</b>							
<b>FamilyType</b>	<b>Overall</b>	<b>Afford- ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access- ibility</b>	<b>Size</b>	<b>Loca- tion</b>
Income<=30% ofAMI	889	5	3	4	3	3	3
Income>30%but <=50%ofAMI	115	4	3	3	3	3	3
Income>50%but <80%ofAMI	63	3	2	2	2	2	2
Elderly	70	4	3	3	3	3	3
Familieswith Disabilities	62	4	3	3	3	3	3
Black/Non Hispanic	648	4	4	4	2	3	3
Hispanic	N/A						
Native American/Non- Hispanic	N/A						
Race/Ethnicity	N/A						

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: 1995 -2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS” ) dataset -2000
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: information from the programs’ current waiting list

**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 checked="" type="checkbox"/> Section 8 tenant -based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	211		4
Extremely low income <=30% AMI	211	100	
Very low income (>30% but <=50% AMI)	0	0	
Low income (>50% but <80% AMI)	0	0	
Families with children	137	65	
Elderly families	4	2	
Families with Disabilities	22	10	
Race/ethnicity- White	1	1	

Housing Needs of Families on the Waiting List			
Race/ethnicity-Black	210	99	
Race/ethnicity-Hispanic	0	0	
Race/ethnicity-Asian	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	44	21	1
2BR	98	46	2
3BR	56	27	1
4BR	12	6	
5BR	1	1	
5+BR			
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 onto 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 checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	217		24
Extremely low income <= 30% AMI	217	100	
Very low income (> 30% but <= 50% AMI)	0	0	



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

Low income (>50% but <80% AMI)	0	0	
Families with children	145	67	
Elderly families	8	4	
Families with Disabilities	25	12	
Race/ethnicity- White	0	0	
Race/ethnicity- Black	217	100	
Race/ethnicity- Hispanic	0	0	
Race/ethnicity- Asian	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	51	24	6
2BR	105	48	14
3BR	54	26	4
4BR	7	3	
5BR			
5+BR			
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 re-open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA'sstrategyforaddressingthehousingneedsoffamiliesinthejurisdictionandonthelwaitin  
IN THE UPCOMING YEAR ,andtheAgency'sreasonsforchoosingthisstrategy. glist

#### (1)Strategies

##### Need:Shortageofaffordablehousingforalleligiblepopulations

##### Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithinitscur rentresources by:

Selectallthatapply

- Employeffectivemaintenanceandmanagementpolicies tominimizethenumberofpublichousingunits off-line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- Seekreplacementofpublichousingunitslosttotheinventorythroughmixedfinancedevelopment
- Seekreplacementofpublichousingunitslosttotheinventorythroughse ction8replacementhousing resources
- Maintainorincrease section8lease -upratesbyestablishingpaymentstandards thatwillenablefamilies torentthroughoutthejurisdiction
- Undertakemeasures toensureaccesstoaffordablehousingamongfamiliesassistedbythePHA, regardless ofunitsizerequired
- Maintainorincrease section8lease -upratesbymarketingtheprogramtoowners, particularlythose outsideofareasofminorityandpovertyconcentration
- Maintainorincrease section8lease -upratesbyeffectivelyscreeningSection8applicantstoincrease owneracceptanceofprogram
- ParticipateintheConsolidatedPlandevelopmentprocesstoensurecoordinationwithbroader communitystrategies
- Other(listbelow)

##### Strategy2:Increasethenumberofaffordablehousingunitsby:

Selectallthatapply

- Applyforadditionalsection8unitsshouldtheybecomeavailable
- Leverageaffordablehousingresourcesinthecommunitythroughthecreationofmixed -financehousing
- PursuehousingresourcesotherthanpublichousingorSection8tenant -basedassistance.
- Other:(listbelow)

##### Need:SpecificFamilyTypes:Familiesatorbelow30%ofmedian

##### Strategy1:Targetavailableassistancetofamiliesatorbelow30%ofAMI

Selectallthatapply

- ExceedHUDfederaltargetingrequirementsforfamiliesatorbelow30% ofAMIinpublichousing

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

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

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

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty/minority concentrations
- Other: Provide housing on an equal opportunity basis

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24CFR Part 903.79(b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>	1,052,511	Operations and Capital Improvements
a) Public Housing Operating Fund	530,347	Operations
b) Public Housing Capital Fund	522,164	Capital Improvements
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant -Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self - Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below )		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	230,000 (est)	Public Housing Operations
<b>4. Other income (list below)</b>		
Interest and Other income	20,000 (est)	Public Housing Oper
<b>4. Non -federal sources (list below)</b>		
<b>Total resources</b>	1,302,511	Operations and Capital Improvements

### **3.PHAPoliciesGoverningEligibility,Selection,andAdmissions**

[24CFRPart903.79(c)]

#### **A.PublicHousing**

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: generally within two weeks of application
- Other: (describe)

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)

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? NONE

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

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

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

#### (4) Admissions Preferences

a. Incometargeting:

- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admission 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)

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 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.

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- 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)

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
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

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

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

**(6) Deconcentration and Income Mixing**

**\*\*THIS SECTION IS NOT APPLICABLE -SEE ATTACHEMENT L\*\***

**Component 3, (6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

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

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

- Adoption of site based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:  
-all developments -PHA wide
- 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)
- 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)

**(2)WaitingListOrganization**

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

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project -based certificate program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below)

**(3)Search Time**

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

If yes, state circumstances below:

**(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 of 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)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability (1)
- 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)

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

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

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

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

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

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

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

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

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

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

- Through published notices  
 Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.79(d)]

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

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

##### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

- 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 :  
**-allowable exceptions as specified by HUD have been adopted**

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:

- if ceiling rents apply to the applicant, the rent may be less than 30%
- if the minimum rent of \$25 applies to the applicant

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

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent determination:

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

- Never
- At family option
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or \_\_\_\_\_ percentage: (if selected, specify threshold)
- Other: When the family experiences additional income that increases to current income

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 and describe below) Ceiling rents are recurrently used in lieu of flat rents

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

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

## (1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

- 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 payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[24CFR Part 903.79(e)]

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

**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:
  - detailed description of the management structure and organization is represented in the PHA's Operation and Management Policy and Plan

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	312	78
Section 8 Vouchers	22	4
Section 8 Certificates	96	20
Section 8 Mod Rehab	31	7
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs (list individually)	N/A	

**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)

- Management and Operations Policy
- Management and Operations Plan
- Pest Control Policy
- Safety, Fire and Crime Policy

(2) Section 8 Management: (list below)

- Administrative Plan

## **6. PHA Grievance Procedures**

[24CFRPart903.79(f)]

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

-Only PHAs are exempt

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

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

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

[24CFR Part 903.79(g)]

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

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

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

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

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at **Attachment B**

-or-

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

-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 responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPEVI revitalization grant (complete on \_\_\_\_\_ set of questions for each grant)

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

Yes  No: c) Does the PHA plan to apply for a \_\_\_\_\_ HOPEVI revitalization grant in the Plan year? If yes, list development name/s below:

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

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

**8. Demolition and Disposition**

[24CFR Part 903.79(h)]

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

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "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.)

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Lake City Housing Authority
1b. Development (project) number:	SC018 -3
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input checked="" 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 checked="" 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**

[24 CFR 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.

<b>Designation of Public Housing Activity Description</b>	
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 PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes  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.



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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Plan not application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 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 PHAs are not required to complete sub-component C. -Only

### 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 arrange support services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed?

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 program to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self-Sufficiency Programs. The position of the table may be altered to facilitate its use.)

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

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 06/20/2002)
Public Housing		
Section 8	50	6

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

**C. Welfare Benefit Reductions**

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

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

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

### 13. PHA Safety and Crime Prevention Measures

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

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

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

3. Which developments are most affected? (list below)  
All, to some degree

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

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

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

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

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

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

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

2. Which developments are most affected? (list below)  
All, to some degree

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

PHA eligible for FY2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for 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)]

**PET POLICY EXCERPTS ARE DISCLOSED IN ATTACHMENT I**

**15. Civil Rights Certifications**

[24CFR Part 903.79(o)]

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

## **16. Fiscal Audit**

[24CFRPart903.79(p)]

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

[24CFRPart903.79(q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)  
 Not applicable  
 Private management  
 Development-based accounting  
 Comprehensive stock assessment  
 Other: (list below)
3.  Yes  No: Has the PHA included descriptions of asset management activities in the Housing Asset Management Table? **optional Public**

## **18. Other Information**

[24CFRPart903.79(r)]

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

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
 Attached at Attachment (Filename)  
 Provided below:



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

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

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

Other: (list below)

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

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

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

### 3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

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

Other: (describe)

b. Eligible candidates: (select one)

Any recipient of PHA assistance

Any head of household receiving PHA assistance

Any adult recipient of PHA assistance

Any adult member of a resident or assisted family organization

Other (list)

c. Eligible voters: (select all that apply)

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

Representatives of all PHA resident and assisted family organizations

Other (list)

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

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

1. Consolidated Plan jurisdiction: (provide name here) **State of South 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)
- Other: (list below) The PHA has based its statement of needs of families in the jurisdiction on the needs expressed by its waiting list and the analysis of the prior fiscal years' waiting list and application pool.

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below) The PHA has based its statement of needs of families in the jurisdiction on the needs expressed by the waiting list of both the section 8 and public housing programs.

**D. Other Information Required by HUD**

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

**SEE ATTACHMENTS A-M PRESENTED HEREINAFTER**

## Required Attachment A: Addendum to Admission Policy

### INCOME-TARGETING, INCOME-MIXING AND DECONCENTRATION OF POVERTY IN PUBLIC HOUSING

In support of HUD's policy to bring higher income families into the PHA's development to achieve the deconcentration of poverty and the income mixing policy, the PHA reserves its authority to skip over families on the waiting list and to select applicants based on income to specifically reach another family with a lower or higher income to achieve income mixing and deconcentration. Such skipping shall be uniformly applied, whenever necessary, to effectively meet the statutes' requirements. The PHA will apply the policy on a non-discriminatory basis at each of its sites/developments, for both tenants and applicants, to achieve greater housing choice and opportunity. Annually, the PHA will conduct an analysis to satisfy the elements of the civil rights certifications.

No exact quotas will be used to secure deconcentration levels. However, the PHA acknowledges its legal responsibility under Section 16 of the USHA with respect to income targeting which directs the PHA to admit at least 40% of new admissions annually into public housing whose income does not exceed 30% of the area median income. Other admissions must be at or below 80% of the area median income.

In addition to the above, the PHA shall retain its preference for working families and, in addition, shall take appropriate affirmative marketing efforts to further the goal of deconcentration.

The changes made by this policy addendum have considered current resident population, applicant populations, and PHA resources. In implementing these changes, the PHA acknowledges its duty to ensure compliance with all applicable non-discrimination requirements such as the Fair Housing Act, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act and to affirmatively further fair housing.

Adopted this 9<sup>TH</sup> day of June 1999.

## Required Attachment A: Addendum to Admission Policy

### INCOME-TARGETING, INCOME -MIXING AND DE -CONCENTRATION OF POVERTY IN PUBLIC HOUSING

Pursuant to an in conformity with Section 513 of the Quality Housing and Work Responsibility Act of 1998 which amends Section 16 of the United States Housing Act of 1937 (42 U.S.C 1437), the Lake City Housing Authority hereby amends its Admission Policy for Public Housing. This policy change reflects the requirements of the U.S. Department of Housing and Urban Development's "new income -mixing and de-concentration provisions by bringing higher income tenants into lower income projects and lower income tenants into higher income projects. This will attempt to avoid concentrating very low -income families in certain public housing developments.

Presently, the Lake City Housing Authority (hereinafter referred to as the PHA (public housing authority)) has six (6) public housing developments. It is the policy of the PHA to house applicants/families in such a manner that will prevent a concentration of very low -income (poverty) residents/families in any one development. A site -based waiting list for housing applicants is not an issue at these times, which is consistent with all civil rights and fair housing laws.

The PHA has analyzed that annual income of the existing residents at its development and has compared these results to statistics obtained from HUD and the 1990 Bureau of the Census Tract information. Project SC -018-001, 002, 004, 005, 006, & 008 residents have a median income of \$6,774, \$6,120, \$6,600, \$6,241, \$7,272, and \$7,986 respectfully. The local median income for the City of Lake City is \$32,800. Based upon the stated statistics, there is a significant disparity of income between the residents/families and the local area income which requires a higher income -mix of households to bring these complexes/developments closer to the median income levels of the surrounding area and neighborhoods in which the public housing developments are located.

**ATTACHMENT B**

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHAName: LAKE CITY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program: <b>SC16P01850103</b> Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: <b>09/2003</b>
--------------------------------------	---	--

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	95,164			
3	1408 Management Improvements	42,500			
4	1410 Administration	97,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	47,500			
8	1440 Site Acquisition				
9	1450 Site Improvement	25,000			
10	1460 Dwelling Structures	85,000			
11	1465.1 Dwelling Equipment — Nonexpendable	50,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	28,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency	52,000			
20	Amount of Annual Grant: (sum of lines 2 - 19)	522,164			
21	Amount of line 20 Related to LBP Activities				

**ATTACHMENT B**

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHAName: LAKECITYHOUSINGAUTHORITY	Grant Type and Number Capital Fund Program: <b>SC16P01850103</b> Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: <b>09/2003</b>
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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	
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

**ATTACHMENT B**

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

<b>PHAName: LAKECITYHOUSING AUTHORITY</b>		<b>Grant Type and Number</b> Capital Fund Program#: <b>SC16P01850103</b> Capital Fund Program Replacement Housing Fact or#:			<b>Federal FY of Grant: 09/2003</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE	OPERATIONS-TOCOVERSUBDISY & BUDGET SHORTFALL	1406		95,164				
“	SECURITY PATROLS	1408	---	40,000				
“	DATA PROCESSING UPGRADES	1408	---	2,500				
“	RESIDENT/YOUTH PROGRAMS	1410	---	50,000				
“	ACCTG/PROGRAM ADMIN	1410	---	12,000				
“	MOD COORDINATOR	1410	---	35,000				
“	PLANNING FEES	1430	---	2,500				
“	A&E FEES	1430	---	45,000				
SC18 -1,2,3,5	SITE IMP -LANDSCAPING, EROSION CONTROL	1450	---	25,000				
SC18 -2	BEGIN HEAT PUMP & SCREEN INSTALLATION	1460	---	85,000				
SC18 -1,2,3,5	REPLACEMENT OF STOVES, REFRIG, STOVE HOODS, ETC	1465.1	100 100	50,000				
HA-WIDE	REPLACE VEHICLE & MOWER	1475	2	28,000				
HA-WIDE	CONTINGENCY	1502	---	52,000				

**ATTACHMENT B**

**Annual Statement/Performance and Evaluation Report**

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

**Part II: Supporting Pages**

PHAName: <b>LAKECITYHOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program#: <b>SC16P01850103</b> Capital Fund Program Replacement Housing Factor #: _____			Federal FY of Grant: <b>09/2003</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	TOTAL			522,164				





## ATTACHMENT C

### Capital Fund Program 5 - Year Action Plan

### Capital Fund Program Five - Year Action Plan

#### Part I: Summary

PHAName LAKECITYPHA		<input checked="" type="checkbox"/> Original 5 - Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year1	WorkStatementforYear2 FFYGrant:09/2004 PHAFY:06/30/05	WorkStatementforYear3 FFYGrant:09/2005 PHAFY:06/30/06	WorkStatementforYear4 FFYGrant:09/2006 PHAFY:06/30/07	WorkStatement forYear5 FFYGrant:09/2007 PHAFY:06/30/08
OPERATIONS MGMTIMPROV ADMIN	Annual Statement	42,500 194,664	42,500 62,000	45,000 70,000	45,000 70,000
FEES&COSTS					
SITEIMPRVMTS					
DWELSTRUCT		285,000	388,664	261,164	407,164
DWELEQ -NONEXP					
NONDWELEQUIP			29,000	21,000	
NONDWEL STRUCT				125,000	
TotalCFPFunds (Est.)		522,164	522,164	522,164	522,164
TotalReplacement HousingFactorFunds					

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

Activities for Year 1	Activities for Year: <u>  2  </u> FFY Grant: 09/2004 PHAFY: 06/30/2005			Activities for Year: <u>  3  </u> FFY Grant: 09/2005 PHAFY: 06/30/2006		
	HA-WIDE	TRANSFERTO OPERATIONS	132,664	HA-WIDE	TRANSFERTO OPERATIONS	
	HA-WIDE	CGPADMIN	12,000	HA-WIDE	CGPADMIN	12,000
	HA-WIDE	RESIDENT/YOUTH PROGRAMS	50,000	HA-WIDE	RESIDENT/YOUTH PROGRAMS	50,000
	HA-WIDE	SECURITY PATROLS	40,000	HA-WIDE	SECURITY PATROLS	40,000
	HA-WIDE	COMPUTER UPGRADES	2,500	HA-WIDE	COMPUTER UPGRADES	2,500
	HA-WIDE			HA-WIDE	MOWER/TRUCK	29,000
	SC018-2	INSTALHEAT PUMPS	275,000	SC018-1	WASHMACHBOXES PLAYGROUND	6,000 5,000
	SC018-2	INSTALSCREENS	10,000	SC018-2	WASHMACHBOXES P;AYGROUND	14,000 5,000
				SC018-3	HEATPUMPS ATTICINSULATION	248,264 100,000
				SC018-4	REPLACEWASH MACHINEBOXES	10,400
			522,164			522,164

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

Activities for Year 1	Activities for Year: <u>4</u> ___ FFY Grant: 09/2006 PHAF Y: 06/30/2007			Activities for Year: <u>5</u> ___ FFY Grant: 09/2007 PHAF Y: 06/30/2008		
	HA-WIDE	TRANSFERTO OPERATIONS		HA-WIDE	TRANSFERTO OPERATIONS	
	HA-WIDE	CGPADMIN	20,000	HA-WIDE	CGPADMIN	20,000
	HA-WIDE	RESIDENT/YOUTH PROGRAMS	50,000	HA-WIDE	RESIDENT/YOUTH PROGRAMS	50,000
	HA-WIDE	SECURITY PATROLS	42,000	HA-WIDE	SECURITY PATROLS	42,000
	HA-WIDE	COMPUTER UPGRADES	3,000	HA-WIDE	COMPUTER UPGRADES	3,000
	HA-WIDE	MAINT BLDG	125,000	HA-WIDE		
	HA-WIDE	NEW AUTO	21,000	HA-WIDE		
	SC018-3	NEW ROOFING	136,164	SC018-1,2,5	NEW ROOFING	407,164
	SC018-5	HEAT PUMPS ATTIC INSULATION	115,000 10,000			
			522,164			522,164

**RequiredAttachment\_D\_:ManagementOrganizationalChart**

**BOARD OF COMMISSIONERS**

1

1

1

**EXECUTIVE DIRECTOR**

(Mr. Ronnie Poston)

1

1

1

1

**OCCUPANCY STAFF. ----- ACCOUNTING STAFF. ----- MAINTENANCE STAFF.**

The Housing Authority has a detailed organizational chart in its files and has an Administrative and Maintenance Plan, which specifies the chain of command, who has responsibility for different tasks, and how the Housing Authority is to operate.

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

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

Pursuant to notification, all of the residents of the Lake City Housing Authority are members of the Resident Advisory Board. All residents are notified of the Resident Advisory Board meeting to plan and discuss the information that is contained in this Annual Plan and the modernization items contained in the Capital Funds Program.

## **Required Attachment\_F\_: Results of First Year Activities**

PHAGOAL1: We continue to inspect all housing units annually. We have prioritized our needs for CIAP and CFP monies. We have tested apartments for LBP and asbestos.

PHAGOAL2: We have counseled various residents on homeownership and pledged our support if they choose to pursue homeownership. We do not believe it is feasible at this time to convert any of our rental units to homeownership.

PHAGOAL3: We have implemented flat and ceiling rents and our policy will allow a choice in rent selection. In our new lease and ACOP, preferences in housing will favor working families, homeless, elderly/handicapped and families with hardships.

PHAGOAL4: We continue to ensure Equal Opportunity in housing for all applicants regardless of their needs.

PHAGOAL5: Improving the physical condition of the units and grounds is a constant process. We will upgrade major systems and in the future install air conditioning in units.

PHAGOAL6: The PHA works closely with the city and county law enforcement agencies and obtains arrest information on any tenant for necessary appropriate action. Management and maintenance attend training seminars to improve related skills. PHA assesses and changes/updates policies as needed.

## **ATTACHMENTF:RESULTSOFFSECONDYEARACTIVITIES**

This Annual Plan is an update of the Five -Year Plan as adopted in 1999. All major components are covered in this Annual Plan for FYE 2002. Planned modernization work throughout all of the sites is disclosed and the attachments disclose results of the first year activities, major policies that have been adopted in accordance with HUD final rules, and resident board member status. The following policies have been updated: pet, capitalization, flat rents, substantial deviation, and community service. Other policies are under review and appropriate changes are being made based on the latest HUD regulations. The 2002 CFP is being planned.

The changes to policies discussed in last year's PHA Plan are covered in this Update. There have been no changes in the programs of the PHA.

## **ATTACHMENTF:RESULTSOFTHIRDYEARACTIVITIESANDPROGRESSREPORT**

This Annual Plan is an update of the Five -Year Plan as adopted in 1999. All major components are covered in this Annual Plan for FYE 2003. Planned modernization work throughout all of the sites is disclosed and the attachments disclose results of the first and second year activities, major policies that have been adopted in accordance with HUD final rules, and resident board member status. Adopted policies are under review and appropriate changes will be made based on the latest HUD regulations, if necessary and appropriate. The 2003 CFP has been planned and is presented herein.



## Required Attachment G: Substantial Deviation Policy

### Policy Defining A Substantial Deviation and Change in the Agency Plan

The Housing Quality and Work Responsibility Act of 1998 requires the Housing Authority to notify the Resident Advisory Board, the Board of Commissioners and the US Department of Housing and Urban Development of any "substantial deviation" or "significant amendment" in the Agency's Annual Plan and in the 5-Year Plan proposed modernization and capital improvement activities that have been previously approved and reported to HUD.

The Housing Authority recognizes that it has a duty and responsibility to the residents, to the Resident Advisory Board, to the Commissioners and to the public to advise them of any substantial deviation or substantial change in the overall Plan and any preplanned modernization work items.

Therefore, the Housing Authority hereby defines a "substantial deviation" as any deletion or addition of any modernization work item that is greater than \$25,000; the addition or deletion of any new or old program or activity; any changes with regard to demolition, disposition, or designation of housing units; any homeownership programs or conversion activities; and any changes to rent or admission policies (except changes made to reflect changes in HUD regulatory requirements). A "significant amendment" would be changes in the use of replacement reserves under the Capital Funds program or the addition of non-emergency work items not included in the current Annual Plan that is greater than \$25,000.

The Executive Director is assigned the responsibility of making the required notifications to all interested and affected parties as described above of any "substantial deviation" or "significant amendment" to the Annual and Five-Year Plans as well as notification to the public of any material change, that is not defined above, that, in his or her opinion, should be made known to the public as good business practice.

*Adopted this 8<sup>TH</sup> day of October, 2001*

**Required Attachment\_H\_: Implementation of Public Housing Resident Community Service Requirements**

The Lake City Housing Authority has suspended its enforcement of the 8-hour community service requirement after a 30-day notice on 5/30/02. The Housing Authority will not enforce this provision of four Admissions and Continued Occupancy Policy as long as Congress provides for the option to not enforce it.

## **Required Attachment I: Pet Policy**

The Housing Authority, after reviewing the changes that were needed to comply with the final rule of July 10, 2000, adopted the appropriate policy in the year 2000 to comply.

The Pet Policy is currently an addendum to the dwelling lease, and the PHA will be soon incorporating its provisions into the Admissions and Continued Occupancy Policy when it is updated.

The reasonable requirements include:

- Limitation on the number of pets,
- Evidence that the pet is neutered or spayed,
- Evidence of inoculation
- Under the control of an adult member of the household when outside the dwelling unit,
- Prohibits animals considered 'dangerous' by the housing authority,
- Requires a reasonable pet security deposit, and
- Prohibits breeding of pets for commercial purposes.

## ATTACHMENT J

### VOLUNTARY CONVERSION INITIAL ASSESSMENT

#### PUBLIC NOTIFICATION

The PHA Housing Authority has made an initial assessment on a Voluntary Conversion of Developments from Public Housing Stock: Required Initial Assessments as required by the final rule (Federal Register 66FR4476) published by the US Department of Housing and Urban Development on June 22, 2001.

Based upon our consideration of such factors as modernization needs, operating costs, ability to occupy the developments, Fair Market Rents levels, availability of local rental housing that meets Housing Quality Standards, the waiting list of applicants for public housing units, and the costs of providing tenant-based vouchers versus costs of providing dwelling units, the Housing Authority has concluded that

- 1) conversion would be more expensive than continuing to operate the developments as public housing;
- 2) conversion would not principally benefit residents of the public housing developments to be converted and the community; and
- 3) conversion would adversely affect the availability of affordable housing in the community.

We made a commonsense review of relevant factors for each covered development taking into account such factors as modernization needs, operating costs, ability to occupy the development, Fair Market Rent levels and workability of vouchers in the community (including the availability of rental housing in the community that meets Housing Quality Standards).

**VOLUNTARY CONVERSION INITIAL ASSESSMENTS**

a. How many of the PHA's developments are subject to the Required Initial Assessments? **4**

b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g. elderly and/or disabled developments not generally occupancy projects)? **0**

c. How many Assessments were conducted for the PHA's covered developments? **4**

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

Development Name	Number of Units
None	

e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **Not Applicable**

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

<b>PHAName: LAKECITYHOUSING AUTHORITY</b>	<b>Grant Type and Number</b> Capital Fund Program: <b>SC16PO1850102</b> Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>09/2002</b>
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Original Annual Statement
  Performance and Evaluation Report for Period Ending: 12/31/02
  Reserve for Disasters/Emergencies
  Revised Annual Statement (revision no: )
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	37,500		0	0
4	1410 Administration	65,000		0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000		0	0
10	1460 Dwelling Structures	389,664		0	0
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	20,000		0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				

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

PHAName: LAKECITYHOUSING AUTHORITY	Grant Type and Number Capital Fund Program: SC16PO1850102 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 09/2002
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Original Annual Statement
  Reserve for Disasters/Emergencies
  Revised Annual Statement (revision no: )
  Performance and Evaluation Report for Period Ending: 12/31/02
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 - 19)	522,164		0	0
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHAName: LAKECITYHOUSINGAUTHORITY		Grant Type and Number Capital Fund Program#: <b>SC16P01850102</b> Capital Fund Program Replacement Housing Factor#:			Federal FY of Grant: <b>09/2002</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE								



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

PHAName: LAKECITYHOUSING AUTHORITY		GrantTypeandNu mber CapitalFundProgram#: SC16P01850102 CapitalFundProgramReplacementHousingFactor#:				FederalFYofGrant: 09/2002	
DevelopmentNumber Name/HA-Wide Activities	AllFundObligated (QuartEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE ALLACTIVITIES	03/31/04			09/30/04			

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

<b>PHAName: LAKECITYHOUSING AUTHORITY</b>	<b>Grant Type and Number</b> Capital Fund Program: <b>SC16PO1850101</b> Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>09/2001</b>
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Original Annual Statement                     
 Reserve for Disasters/Emergencies   
 Revised Annual Statement (revision no: 1)  
 Performance and Evaluation Report for Period Ending: 12/31/02                     
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	35,500	70,844	70,844	70,844
4	1410 Administration	41,300	24,827	24,827	18,152
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000	24,302	24,302	24,303
10	1460 Dwelling Structures	326,000	381,512	381,512	380,512
11	1465.1 Dwelling Equipment — Nonexpendable	101,000	0		
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	26,000	39,315	39,315	39,315
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				

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

<b>PHAName: LAKECITYHOUSING AUTHORITY</b>	<b>Grant Type and Number</b> Capital Fund Program: <b>SC16PO1850101</b> Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>09/2001</b>
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Original Annual Statement
  Reserve for Disasters/Emergencies
  Revised Annual Statement (revision no: 1)
  Performance and Evaluation Report for Period Ending: 12/31/02
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 - 19)	539,800	539,800	539,800	533,126
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHAName: LAKECITYHOUSINGAUTHORITY		GrantTypeandNumber CapitalFundProgram#: SC16P01850101 CapitalFundProgram ReplacementHousingFactor#:			FederalFYofGrant: 09/2001			
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev.AcctNo.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE								
					539,800	539,800	539,800	533,126

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

PHAName: LAKECITYHOUSING AUTHORITY	GrantTypeandNumber CapitalFundProgram#: SC16P01850101 CapitalFundProgramReplacementHousingFactor#:	FederalFYofGrant: 09/2001
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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							
ALL ACTIVITIES	03/31/03		03/31/03	09/30/03		03/31/03	PROGRAM COMPLETED AS OF FEBRUARY, 2003

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

PHAName: LAKECITYHOUSINGAUTHORITY	GrantTypeandNumber CapitalFundProgram: SC16PO1850100 CapitalFundProgram ReplacementHousingFactorGrantNo:	FederalFYofGrant: 09/2000
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Original Annual Statement     
 Reserve for Disasters/Emergencies   
 Revised Annual Statement (revision no: 1 )  
 Performance and Evaluation Report for Period Ending: 12/31/02   
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	35,500.00	88,517	88,517	88,517
4	1410 Administration	36,791.00	10,665	10,665	10,665
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,000.00	25,905	25,905	25,905
8	1440 Site Acquisition				
9	1450 Site Improvement	163,800.00	219,289	219,289	219,289
10	1460 Dwelling Structures	230,000.00	83,752	83,752	83,752
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non Dwelling Structures				
13	1475 Non Dwelling Equipment	48,000.00	100,963	100,963	100,963
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 - 19)	529,091.00	529,091.00	529,091.00	529,091.00
21	Amount of line 20 Related to LBP Activities				

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

PHAName: LAKECITYHOUSINGAUTHORITY	GrantTypeandNumber CapitalFundProgram: SC16PO1850100 CapitalFundProgram ReplacementHousingFactorGrantNo:	FederalFYofGrant: 09/2000
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Original Annual Statement
  Reserve for Disasters/Emergencies
  Revised Annual Statement (revision no: 1 )
  Performance and Evaluation Report for Period Ending: 12/31/02
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHAName: LAKECITY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program#: <b>SC16P01850100</b> Capital Fund Program Replacement Housing Factor#:			Federal FY of Grant: <b>09/2000</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
SC018001	REPLACE SEWER LINES	1450						
	A&E FEES	1430						
	REPAIR STREETS AND SIDE WALKS PER REAC INSPECTION	1450						
	INSTALL HANDRAILS 1 BRUNITS	1460						
	INSTALL V/CTILE	1460						
SC018002	REPLACE SEWER LINES	1450						
	A&E FEES	1430						
	REPAIR STREET AND SIDE WALKS PER REAC INSPECTIONS	1450						
	INSTALL HANDRAILS 1 BRUNITS	1460						
SC018005	REPLACE ROOFING	1460						
	INSTALL SECURITY WINDOWS AND SCREENS	1460						
HAWIDE	SECURITY PATROL LAKECITY POLICE DEPT	1408						
	DATA PROCESSING UPGRADES	1410						



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

PHAName: LAKECITY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program#: <b>SC16P01850100</b> Capital Fund Program Replacement Housing Factor#:			Federal FY of Grant: <b>09/2000</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	RESIDENT/YOUTH ACTIVITY PROGRAMS	1410						
	CGP ADMINISTRATION	1410						
	NEW CAR	1475						
	NEW TRUCK	1475						
	USED BUS FOR YMCA AFTER SCHOOL PROGRAM	1475						
	PLAYGROUND EQUIPMENT	1475						
	TOTAL			529,091.00		529,091.00	529,091.00	

**Required Attachment\_K\_:**  
**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartIII:ImplementationSchedule**

PHAName: LAKECITYHOUSING AUTHORITY	GrantTypeandNumber CapitalFundProgram#: SC16P01850100 CapitalFundProgramReplacementHousingFactor#:	FederalFYofGrant: 09/2000
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DevelopmentNumber Name/HA-Wide Activities	AllFundObligated (QuartEndingDate)			AllFundsExpended (QuarterEnd ingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
PHAWIDE	06/30/2002		09/30/01	09/30/2002		06/30/02	THISPROGRAMHAS BEENCOMPLETED

## Required Attachment L: De-concentration

### Component 3, (6) Deconcentration and Income Mixing

- a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the de-concentration 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)]

**RequiredAttachment\_M\_:**

RESIDENTASSESSMENTFOLLOW -UPPLAN

ThePH Awasnotrequiredtopreparearesidentassessmentfollow -upplan.