

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

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# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2005

## Hattiesburg Housing Authority

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

**PHA Plan  
Agency Identification**

**PHA Name:** HATTIESBURG HOUSING AUTHORITY

**PHA Number:** MS26P001

**PHA Fiscal Year Beginning:** 10/2004

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2005 - 2009**  
[24 CFR Part 903.5]

**A. Mission**

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

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

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score 89.0 and MASS 26.0) **Within a 3 year period, increase rating from "standard" to "high performer". Immediate plans for a new administrative office and the expansion of the maintenance shop will provide additional spacing necessary to enhance Management Capacity.**

- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:  
**With the use of Capital Fund Program funds, the PHA will continue ongoing efforts to improve the livability, security, energy efficiency and preserve the physical integrity of the structures. By implementing these improvements, the PHA has established the goal of having the units more compatible with the private market rentals in the area by the end of the year 2005. The PHA participation in the Bond Pool will accelerate modernization efforts.**
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

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

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

- PHA Goal: Provide an improved living environment  
 Objectives:
  - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Implement public housing security improvements:  
**Continue efforts to provide proper security personnel and partnering with Crime Stoppers/Victims Advocate Groups as a preventative deterrent to drugs and criminal activity. It is the goal of the PHA to**

**have all developments relatively free of drugs and criminal activity by the year 2005.**

- 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:  
**26% of the HHA's able bodied adults are employed. The HHA in conjunction with Miss. State Employment Services will host job fairs (employability training, interviewing skills, job applications) for our residents. Additionally, the HHA will have Pearl River Jr. College, Antionelle College and the City of Hattiesburg to attend monthly residents meeting to discuss employability and job vacancies. It is our goal to increase the number of employed residents from 26% to 35% by the year 2005.**
- Provide or attract supportive services to improve assistance recipients' employability:  
**The HHA arranges for onsite registration with PACE Headstart to assist in daycare of young children and has an ongoing referral process with TANF for childcare. Additionally, the HHA has arranged for a bus stop at one site and will work towards establishing bus stops at the two remaining sites to assist in transportation to employment sites. These efforts and others will continue through the year 2005.**
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.  
**The HHA participates and assist elderly residents in an annual city-wide "Senior Fair" and also host workshops by the State Extension Service which covers topics as nutrition, resources, exercise for the elderly and health. In conjunction with Forrest General Hospital, a health fair (especially designed for the elderly) was held at each site. Each of these efforts will continue through the year 2005.**
- 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:  
**The PHA will continue to undertake affirmative equal access for all applicants which is reinforced in Section 5. Paragraph A. of the Admission and Continued Occupancy Plan.**
  - 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:  
**The PHA currently has 13 units which have been modified in accordance with handicapped accessibility requirements. Currently 11 of these units are occupied with disabled residents. The PHA will monitor the waiting list status for these handicapped units to assure demands for handicapped units are satisfied. If during the five year period a determination is made that the 13 existing units are inadequate to satisfy the need, the PHA will modify additional units utilizing Capital Fund Program funds.**
  - Other: (list below)

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

**Annual PHA Plan**  
**PHA Fiscal Year 2005**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

The Housing Authority Agency Plan was prepared in accordance with Section 511 of the Quality Housing and Work Responsibility Act of 1998. The Housing Authority has attempted to provide all the necessary information and documentation for the five year plan. Our goals and objectives are contained in the plan along with adopted policies and procedures to comply with HUD guidelines, rules, regulations and federal laws.

The Agency Plan was made available for public review and prepared with input from local officials, board of commissioners, resident advisory council and general public. All comments were taken under consideration and addressed in this plan. Supporting documentation is attached and/or available upon request.

The Housing Authority Plan has focused on improving the quality of life for its residents, expanding the supply of assisted housing, promote self-sufficiency through education and training, ensure equal opportunity and fair housing, safe environment and physical improvements.

We will continue to use existing relationships that exist between our agency and other local organizations. These type of partnerships have enable us to better deal with the problems confronting the residents and Housing Authority.

We do not plan to have any deviations from the five-year plan. All necessary documents are attached or will be made available upon request.

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

[24 CFR Part 903.7 9 (r)]

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

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#### **Attachments**

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

Required Attachments:

- Admissions Policy for Deconcentration **Attachment "A"**
- FY 2004 Capital Fund Program Annual Statement **Attachment "B"**



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

Optional Attachments:

- PHA Management Organizational Chart
- Capital Fund Program 5 Year Action Plan **Attachment "C"**
- 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)
  - CFP P&E Statements for FY 2001, 2002 and 2003 **Attachment "D"**
  - Narrative for Bond Pool Budget & Capital Bond Pool Budget **Attachment "E"**
  - Physical Needs Assessment **Attachment "F"**
  - List of Resident Advisory Board Members **Attachment "G"**
  - Component 3, (6) Deconcentration and Income Mixing **Attachment "H"**
  - Certification "Initial Assessment" Voluntary Conversion of Development from Public Housing Stock **Attachment "I"**
  - PHA Progress Statement on Mission & Goals **Attachment "J"**
  - Pet Policy **Attachment "K"**
  - Community Service Policy **Attachment "L"**
  - Leveraging of Capital Funds **Attachment "M"**

**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.

<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	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs

<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	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
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
	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
	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	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	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 homeownership 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
X	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, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary) Deconcentration/ Income Mixing, Income Analysis of Public Housing Covered Development , Substantial Deviation and Initial Assessment Voluntary Conversion of Development from Public Housing Stock.	(specify as needed)
X	Full policy on Community Services	Annual Plan: Community Services & Self-Sufficiency
X	Pet Policy	Annual Plan: Pets
X	Policy on Housing Police Officers	Annual Plan: Safety and Crime Prevention

## **1. Statement of Housing Needs**

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1894	5	5	3	2	3	1
Income >30% but <=50% of AMI	1032	5	5	3	2	3	1
Income >50% but <80% of AMI	777	4	4	3	2	3	1
Elderly	306	4	3	3	5	2	4
Families with Disabilities	Unknown	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	47	1	1	1	1	1	1
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input 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	369		30%
Extremely low income <=30% AMI	295	80%	
Very low income (>30% but <=50% AMI)	37	10%	
Low income (>50% but <80% AMI)	37	10%	
Families with children	294	80%	
Elderly families	7	1%	
Families with Disabilities	68	18%	
White	30	1%	
Black	338	92%	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			

<b>Housing Needs of Families on the Waiting List</b>			
1BR	111	30%	20%
2 BR	136	37%	12%
3 BR	121	33%	8%
4 BR	0	2%	0%
5 BR	1	0%	0%
5+ BR	0	0%	0%
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### **C. Strategy for Addressing Needs**

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

#### **(1) Strategies**

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

**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 vouchers 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 vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

**Meet needs that exceed 504 Requirements by modifying additional units for handicapped subject to need.**

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

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

Select if applicable

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

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

Select all that apply

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

**Participation in local community affairs having an affect on the public housing community.**

**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**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2005 grants)</b>		
a) Public Housing Operating Fund	333,273 3% Inflation Factor	PHA Operations
b) Public Housing Capital Fund	490,123	PHA Capital Improve.
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		PHA Safety/Security

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
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>		
CFP FY MS26P001501-03	59,199.56	PHA Capital Improve.
CFP FY MS26P001502-03	70,520.00	PHA Capital Improve.
<b>3. Public Housing Dwelling Rental Income</b>	382,000	PHA Operations
<b>4. Other income (list below)</b>		
Interest	17,900	PHA Operations
Other	10,500	PHA Operations
<b>5. Non-federal sources (list below)</b>		
Capital Bond Pool Funds	330,669	
<b>Total resources</b>	<b>\$1,694,184.56</b>	

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

[24 CFR Part 903.7 9 ©]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

**At time of application, and again at housing.**

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)

**Credit Checks**

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)

**Admissions and Occupancy Office**

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

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. Income targeting:

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

b. Transfer policies:

In what circumstances will transfers 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 reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point 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
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)  
**One Strike and You're Out Policy, utility allowances, emergency contacts, lead-based paint notification.**

b. How often must residents notify the PHA of changes in family composition?

(select all that apply)

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

**(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: Robertson Place, Briarfield Homes and Single Family Homes

Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

Other (list policies and developments targeted below)

d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

## **B. Section 8**

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

### **(1) Eligibility**

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

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

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

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

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

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

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



**(2) Waiting List Organization**

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

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

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

- PHA main administrative office
- Other (list below)

**(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 to families at or below 30% of median area income?

b. Preferences

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

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

Former Federal preferences

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

- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

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

3.If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point 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
- 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 reprisals or hate crimes
- Other preference(s) (list below)

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

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

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

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

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

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

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

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

- 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 903.7 9 (d)]

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

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

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

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

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30%

of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- 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? **None other than the ones required by regulations.**

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

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

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

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

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

- For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- For household heads  
 For other family members  
 For transportation expenses

- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase

- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)
1. **An error occurred in connection with an admission or re-examination;**
  2. **A new family member with income enters the family;**
  3. **A hardship exists due to the fact that the family is paying more of its income than is permitted by statute;**
  4. **The death or permanent disability of the lessee and/or principal income recipient occurs;**
  5. **The lessee and/or principal income recipient abandons the family.**
- g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

**Schedule of Flat Rents**

Developments	1 BR	2 BR	3 BR	4 BR	5 BR	Minimum Rents
Briarfield Homes	\$290.00	\$330.00	\$390.00			\$50.00
Robertson Place	\$290.00	\$330.00	\$390.00			\$50.00
Single Family Homes			\$420.00	\$480.00	\$540.00	\$50.00

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

d. How often are 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**

[24 CFR Part 903.7 9 (e)]

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

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

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached. See Below
- A brief description of the management structure and organization of the PHA follows: The Board of Commissioners is the legal body over the Executive Director and establishes PHA policy. The Executive Director is responsible for the entire administrative function of the PHA. Each of the key employees is responsible for their respective departments and report to the Executive Director.

Board of Commissioners

Executive Director

Administrative Assistant

Occupancy Specialist

Maintenance Supervisor

Occupancy Clerk

Maintenance Workers Force Account Labor

### **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	296	10%
Section 8 Vouchers	N/A	



Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
Capital Fund	296	10%

### 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 Policies

Admissions and Continued Occupancy	Investment
Deconcentration / Income Mixing	Disposition
Procurement	Resident Initiative
Personnel	Risk Control Manual
Capitalization	Community Center
Drug Free Workplace	Grievance Procedures
One Strike, You're Out	Pet Policy
Substance Abuse	Rent Collection
Criminal Records	Media
Cash Management & Procedure	MBE
Community Service	

#### Maintenance Policy

Maintenance Policy

Pest Control Policy

## Schedule of Maintenance Charges

(2) Section 8 Management: (list below)

### **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

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

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

If yes, list additions to federal requirements below:

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

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

- PHA main administrative office  
 Other (list below)

### **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

## **A. Capital Fund Activities**

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

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

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

Select one:

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

-or-

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

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

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

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

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

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (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:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
5. Number of units affected:	
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:	

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

[24 CFR Part 903.7 9 (i)]

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

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

completing streamlined submissions may skip to component 10.)

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	
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: <u>(DD/MM/YY)</u>	
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**

[24 CFR Part 903.7 9 (j)]

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

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

1.  Yes  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: Same as above	
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 HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI 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**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

<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"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (l)]

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

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

#### 1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? **09/01/01**

#### 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 homeownership option participation
- Preference/eligibility for section 8 homeownership option participation

Other policies (list below)

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
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)
Computer Training	20	First Come	Site Office	Public Housing
Home Ownership	23		Community Connections, Inc.	Residents

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

a. Participation Description

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

b.  Yes  No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA 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 train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

**Briarfield Homes**

**Robertson Place**

**New Development**

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

1. List the crime prevention activities the PHA has undertaken or plans 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)

**Briarfield Homes**

**Robertson Place**

**New Development**

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

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

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

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

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

**Briarfield Homes**

**Robertson Place**

**New Development**

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

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

N/A

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 FY 2004 in this PHA Plan?

Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: )

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

See Attachment "J"

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations. It is the policy of the Housing Authority to comply with all Federal, State, and local nondiscrimination laws and with rules and regulations governing Fair Housing and Equal Opportunity in housing and employment. The Housing Authority will comply with all laws relating to Civil Rights, including: Title VI and VIII of the Civil Rights Act, Executive Order 11063, Section 504, Age Discrimination Act and American with Disabilities Act.

To further our commitment to fully comply with applicable Civil Rights laws, the Housing Authority will provide Federal/State/Local information to public housing residents regarding "discrimination" and any recourse available to them during resident orientation session, resident meetings and reexaminations.

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (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**

[24 CFR Part 903.7 9 (q)]

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

1.  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)  
**Capital Fund modernization activities, annual inventory, Investment Policy, Procurement Policy, Disposition Policy, Cash Policy**
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

**3. Description of Resident Election Process**

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

**b. Eligible candidates: (select one)**

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

**c. Eligible voters: (select all that apply)**

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations



Other (list)

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

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

1. Consolidated Plan jurisdiction: (**City of Hattiesburg**)
  
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)
    - 1. Modernize units with Capital Fund Program**
    - 2. Enhance resident self-sufficiency**
  - Other: (list below)
  
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

### **Other Information Required by HUD**

#### **Criteria for Substantial Deviation and Significant Amendments**

##### **1. Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

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

##### **A. Substantial Deviation from the 5-year Plan:**

The Housing Authority does recognize the need for public notification for items contained within the 5-Year and Annual Plans. This authority shall make proper notification for any Substantial Deviations from these plans as required under law. The exception to this definition is if the change has been made to meet regulatory

compliance with The U.S. Department of Housing and Urban Development requirements. Substantial deviation or Significant amendment or Modification shall mean those of the mission statement, goals and objective, capital fund program or changes in significant expenditures. And changes in statutory requirement for administration of Public Housing requiring public comment and/or public hearing.

## **B. Significant Amendment or Modification to the Annual Plan**

A Significant Amendment or Modification to the Annual Plan shall be construed to mean the following:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items not currently included in the Annual Statement or the 5-Year Action Plan or changes in use of replacement reserve funds under the Capitol Fund;
- Additions of new activities not included in any current PHDEP Plan;
- Any changes with regard to demolition or disposition, designation, homeownership programs or conversion activities.

These issues, if required, shall be raised with proper public notification. The Housing Authority acknowledges that an exception will be made by HUD to comply with the above changes that are adopted to reflect changes in HUD regulatory requirements: such changes will not be considered significant amendments by HUD.

## **REAC FOLLOW-UP PLAN**

### **Neighborhood Appearance**

The Housing Authority recently received its Resident Assessment from REAC. The assessment indicated follow-up action to increase the average score in the area of neighborhood appearance. While the Housing Authority is making every effort to meet the requirements, we have developed an action plan to improve the above ratings as follows:

- Establish systems to monitor neighborhood appearance on a daily basis;

- ❑ Conduct monthly meetings with resident on issues regarding the above and the receiving of suggestions and recommendations;
- ❑ Daily inspection of grounds and buildings;
- ❑ Planning sessions for improvements;
- ❑ Removing trash from grounds;
- ❑ Installing trash containers in common areas;
- ❑ Clean-up day throughout the year; and
- ❑ Contracted grass cutting service.

The PHA has instituted a program, which involves all vacant and/or abandoned units to be boarded with painted board color coordination to match building to improve the overall appearance of such buildings.

The Follow-Up Plan activities has been implemented and certified.

### **Summary of Policy or Program Changes for the Upcoming Year**

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

The Housing Authority has reinstated as of October 1, 2003, the Community Service Requirement including adopting policies informing residents of its enforcement requirements.

### **Maintenance Plan**

The Housing Authority has an adopted Maintenance Plan that contains rules, standards and policies governing maintenance and management of its public housing developments. The plan also includes a policy for the prevention and eradication of pest infestation, including cockroach. The Maintenance Plan is posted on the bulletin board and available for public review.

### **Attachments**

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

Admissions Policy for Deconcentration **Attachment "A"**

FY 2004 Capital Fund Program Annual Statement **Attachment "B"**

Capital Fund Program 5 Year Action Plan **Attachment "C"**

CFP P&E Reports for FY 2001, 2002 and 2003 **Attachment "D"**

Capital Bond Pool Budget **Attachment "E"**

Physical Needs Assessment **Attachment "F"**

List of Resident Advisory Board Members **Attachment "G"**

Component 3, (6) Deconcentration and Income Mixing **Attachment "H"**

Certification "Initial Assessment" Voluntary Conversion of Development from Public Housing Stock **Attachment "I"**

PHA Progress Statement on Mission & Goals **Attachment "J"**

Pet Policy **Attachment "K"**

Community Service Policy **Attachment "L"**



# **THE HOUSING AUTHORITY OF THE CITY OF HATTIESBURG, MISSISSIPPI**

## **ATTACHMENT A**

### **DECONCENTRATION POLICY**

In an ongoing effort for the Hattiesburg Housing Authority to meet or exceed the laws and regulations regarding public housing, a comprehensive Deconcentration Policy has been developed in order to comply with the Housing Quality and Work Responsibility Act of 1998 Section 513, as it applies to the Hattiesburg Housing Authority.

#### **INCOME MIX TARGETING:**

This housing authority must ensure that within a given fiscal year, not less than forty percent (40%) of the public housing dwelling units shall be occupied by families whose incomes at the time of commencement of occupancy does not exceed thirty percent (30%) of the area median income.

#### **PROHIBITION OF CONCENTRATION OF LOW-INCOME FAMILIES:**

This housing authority may not concentration very low-income families, or those with relatively low incomes, in public housing units in certain projects or certain buildings within projects. There must, however remain at least forty percent (40%) of the families who are at or below thirty percent (30%) of the median area income. The Hattiesburg Housing Authority must review the income and occupancy characteristics of the housing projects and the buildings of each project to ensure that a low-income concentration does not occur.

#### **DECONCENTRATION:**

It shall be the sole and exclusive right of the Hattiesburg Housing Authority to move families from one dwelling unit to another as necessary or as vacancies warrant to reduce a concentration of a particular income level of families into any one building or complex. In contrast, the Hattiesburg Housing Authority will also make every effort and attempt to maintain a consistent dwelling unit for every family and will only make moves necessary if there is no other alternative as determined by the Hattiesburg Housing Authority.

This policy becomes effective immediately upon adoption by the Board of Commissioners of the Housing Authority of the City of Hattiesburg, Mississippi.

## ATTACHMENT B

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

PHA Name: HATTIESBURG HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P001501-04 Replacement Housing Factor Grant No:			Federal FY of Grant:  2004	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	20,000				
3	1408 Management Improvements					
4	1410 Administration	20,000				
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	97,000				
8	1440 Site Acquisition					
9	1450 Site Improvement	25,000				
10	1460 Dwelling Structures	45,000				
11	1465.1 Dwelling Equipment—Nonexpendable	10,458				
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve	201,554				
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collateralization or Debt Service	71,111				
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2 – 20)	490,123				
22	Amount of line 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 compliance					
24	Amount of line 21 Related to Security – Soft Costs					
25	Amount of Line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures					







# ATTACHMENT C

## Capital Fund Program Five-Year Action Plan

### Part I: Summary

PHA Name Hattiesburg Housing Authority		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008
	Annual Statement				
HA Wide		490,123	490,123	395,123	490,123
MS 001-1, Briarfield					
MS 001-2, Robertson				95,000	
CFP Funds Listed for 5-year planning		490,123	490,123	490,123	490,123
Replacement Housing Factor Funds					



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

Activities for Year: 04  
FFY Grant: 2007  
PHA FY: 2007

Activities for Year: 05  
FFY Grant: 2008  
PHA FY: 2008

<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
PHA Wide	Operations	20,000	PHA Wide	Operations	20,000
	Admin	20,000		Admin	20,000
	A/E			A/E	
	Surveys, Test, Insp.	5,000		Surveys, Tests, Inspect.	5,000
	Strategic Planning	20,000		Strategic Planning	20,000
	Mod Coordinator	40,000		Mod Coordinator	40,000
	Site Improvements	25,000		Site Improvements	25,000
	Vacancy Reduction,	45,000		Vacancy Reduction,	45,000
	UPCS Deficiencies			UPCS Deficiencies	
	Dwell Equip. Stoves	4,958		Dwell Equip. Stoves	4,958
	Dwell Equip Refrig	5,500		Dwell Equip Refrig	5,500
	Non Dwell Structure			Non Dwell Structure	
	Non Dwell Equipment			Non Dwell Equipment	30,000
	Replacement Reserve	138,554		Replacement Reserve	203,554
	Debt Service	71,111		Debt Service	71,111
MS 2-003	Roofing	95,000			
<b>Total CFP Estimated Cost</b>		\$490,123			\$490,123

**ATTACHMENT D**

<b>Annual Statement/Performance and Evaluation Report</b>						
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>						
PHA Name: HATTIESBURG HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P001501-01 Replacement Housing Factor Grant No:			Federal FY of Grant:  2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/04 <input checked="" type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	108,000	108,000	108,000	108,000	
3	1408 Management Improvements					
4	1410 Administration	37,000	37,000	37,000	37,000	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	57,310.50	52,632.45	52,632.45	52,632.45	
8	1440 Site Acquisition	94,709.24	94,709.24	94,709.24	94,709.24	
9	1450 Site Improvement					
10	1460 Dwelling Structures	63,332.26	83,450.25	83,450.25	83,450.25	
11	1465.1 Dwelling Equipment—Nonexpendable	8,000	0	0	0	
12	1470 Nondwelling Structures	65,000	65,281.56	65,281.56	65,281.56	
13	1475 Nondwelling Equipment	113,593	105,871.50	105,871.50	105,871.50	
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collateralization or Debt Service					
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2 – 20)	546,945	546,945	546,945	546,945	
22	Amount of line 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 compliance					
24	Amount of line 21 Related to Security – Soft Costs					
25	Amount of Line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures					

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

PHA Name: HATTIESBURG HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P001501-01 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Operations	1406		108,000	108,000	108,000	108,000	
	Admin Salaries	1410		37,000	37,000	37,000	37,000	
	A/E Fees	1430		11,200.50	11,657.25	11,657.25	11,657.25	
	Mod Coordinator	1430		29,500	20,400	20,400	20,400	
	Surveys, Test, Inspections	1430		9,686	13,651.20	13,651.20	13,651.20	
	Attorney Fees, FUNGIBILITY	1430		6,924	6,924	6,924	6,924	
	Site Acquisition	1440		94,709.24	94,709.24	94,709.24	94,709.24	
MS 001-003	Interior Painting/Renovations: 6 Units X \$1449 (Force Account)	1460		63,332.26	83,450.25	83,450.25	83,450.25	
	Stoves	1465.1	61	3,000	0	0	0	
	Refrigerators	1465.1	61	5,000	0	0	0	
PHA Wide	Admin Building - FUNGIBILITY	1470		65,000	65,281.56	65,281.56	65,281.56	
	Truck with Utility Body & Tommy Lift 3/4 Ton	1475	1	23,593	23,593	23,593	23,593	
	Computer System: Server, Monitors, Cables, Keyboards, Installation	1475		90,000	82,278.50	82,278.50	82,278.50	

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

PHA Name: HATTIESBURG HOUSNG AUTHORITY		Grant Type and Number Capital Fund Program No: MS26P001501-01 Replacement Housing Factor No:					Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA Wide	3/31/03		3/31/03	9/30/04		9/30/03	
MS 001-003	3/31/03		3/31/03	9/30/04		9/30/03	

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

PHA Name: HATTIESBURG HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: MS26P001501-02 Replacement Housing Factor Grant No:	Federal FY of Grant:  2002
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 3/31/04  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	35,000	0	0	0
3	1408 Management Improvements				
4	1410 Administration	50,000	50,000	50,000	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	39,000	37,666	37,666	32,425
8	1440 Site Acquisition				
9	1450 Site Improvement	60,000	47,663.20	47,663.20	44,282
10	1460 Dwelling Structures	41,000	34,088.68	34,088.68	33,097.69
11	1465.1 Dwelling Equipment—Nonexpendable	13,500	19,458.25	19,458.25	19,458.25
12	1470 Nondwelling Structures	271,623	321,246.87	321,246.87	247,494.54
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	510,123	510,123	510,123	376,757.48
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				



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

PHA Name: HATTIESBURG HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P001501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Operations	1406		35,000	0	0	0	
	Admin Salaries	1410		50,000	50,000	50,000	0	
	A/E Fees	1430		5,000	7,266	7,266	5,025	
	Modernization Coordinator	1430		30,000	30,400	30,400	27,400	
	Surveys, Test, Inspections	1430		4,000	0	0	0	
	Site Improvements: Sod, Shrubs, Clearing	1450		60,000	47,663.20	47,663.20	44,282	
	Interior Renovations to Vacancies (10 Units @ \$1,500	1460	10	36,000	34,088.68	34,088.68	33,097.69	
	Gas Distribution: System Renovations for Dedication to Supplier	1460		5,000	0	0	0	
	Stoves	1465.1	20	6,000	13,158.25	13,158.25	13,158.25	
	Refrigerators	1465.1	20	7,500	6,300	6,300	6,300	
	New Administration Building	1470	1	271,623	321,246.87	321,246.87	247,494.54	

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

PHA Name: HATTIESBURG HOUSNG AUTHORITY	<b>Grant Type and Number</b> Capital Fund Program No: MS26P001501-02 Replacement Housing Factor No:	<b>Federal FY of Grant: 2002</b>
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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	
PHA Wide	3/31/04		3/31/03	9/30/05			

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

PHA Name: HATTIESBURG HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: MS26P001501-03 Replacement Housing Factor Grant No:	Federal FY of Grant:  2003
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: 01)  
 Performance and Evaluation Report for Period Ending: 3/31/04  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	20,000	20,000	0	
3	1408 Management Improvements				
4	1410 Administration	5,000	5,000	5,000	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	32,000	33,799	31,799	15,000
8	1440 Site Acquisition				
9	1450 Site Improvement	25,295	25,295	25,295	
10	1460 Dwelling Structures	45,000	50,000	45,000	
11	1465.1 Dwelling Equipment—Nonexpendable	10,458	10,458	10,458	
12	1470 Nondwelling Structures	252,150	240,351	206,664.07	
13	1475 Nondwelling Equipment	15,000	20,000	0	
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	404,903	404,903	324,216.07	15,000
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: HATTIESBURG HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P001501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Operations	1406		20,000	20,000	0		
	Admin Salaries	1410		5,000	5,000	5,000		
	A/E Fees	1430		5,000	1,799	1,799		
	Surveys, Test, Inspections	1430		2,000	2,000	0		
	Modernization Coordinator	1430		25,000	30,000	30,000	15,000	
	Site Improvements: Erosion Control & Correction of UPCS Deficiencies, Sidewalks, Curbs, Gutters, Tree Trimming	1450		25,295	25,295	25,295		
	Interior Renovations: Painting, Doors/Hardware, Flooring (2,000/apt)	1460	10	45,000	50,000	45,000		
	Stoves (275 ea)	1465.1	18	4,958	4,958	4,958		
	Refrigerators (375 ea)	1465.1	14	5,500	5,500	5,500		
	New Administration Office Building	1470	1	252,150	240,351	206,664.07		
	Office Furnishings, Computer Upgrades, 4 Offices & Reception Area	1475	4	15,000	20,000	0		
	<b>TOTAL</b>			<b>404,903</b>	<b>404,903</b>	<b>324,216.07</b>	<b>15,000</b>	

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

PHA Name: HATTIESBURG HOUSNG AUTHORITY	Grant Type and Number Capital Fund Program No: MS26P001501-03 Replacement Housing Factor No:	Federal FY of Grant: 2003
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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	
PHA Wide	9/1/05			9/1/07			

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

PHA Name: HATTIESBURG HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: MS26P001502-03 Replacement Housing Factor Grant No:	Federal FY of Grant:  2003
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 3/31/04  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				
4	1410 Administration	15,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	8,000			
10	1460 Dwelling Structures	17,520			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	45,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	85,520		0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: HATTIESBURG HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P001502-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Admin Salaries	1410		15,000				
	Site Improvements: Erosion Control & Correction of UPCS Deficiencies	1450		8,000				
	Sidewalks, Curbs, Gutters, Tree Trimming							
	Interior Renovations: Painting, Doors, Hardware, Flooring	1460		17,520				
	Office Furnishings/Computer Upgrades	1475		15,000				
	Utility Truck	1475		30,000				
	<b>TOTAL</b>			<b>85,520</b>		<b>0</b>	<b>0</b>	

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

PHA Name: HATTIESBURG HOUSNG AUTHORITY		Grant Type and Number Capital Fund Program No: MS26P001502-03 Replacement Housing Factor No:					Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA Wide	3/06			3/08			



## ATTACHMENT “E”

### NARRATIVE FOR BOND POOL BUDGET

The Hattiesburg Housing Authority consists of two hundred and ninety-six (296) units on three sites. These developments are family and elderly units. MS001-001 and MS001-002 (Briarfield Homes and Robertson Place) were built in 1941 and MS001-003 built in 1996.

Since the inception of the modernization funding; more than 1.5 million dollars have gone to making renovations and repairs in projects 001 and 002. Additionally, because of limited funds from HUD, a piece mill approach was used to make these repairs and/or renovations. As reflected from the Physical Needs Assessment because of age and buildings construction; it would take 8.4 million to renovate these developments. Therefore, it would be cost prohibited to make any major renovations. The Housing Authority will explore other avenues to demolish and build new developments through replacement reserve: development activities and acquisitions. Project MS001-003 is new units and no major renovations are needed at this time.

However, the Housing Authority wants to participate in the Bond Pool to make certain improvements such as ornamental iron security fencing and new maintenance facility. The Housing Authority receives approximately \$473,000 each year in CFP funds. Because of limited funding, the fencing and maintenance facility could not be made in a timely manner.

At the current CFP funding level, it would take five to six years to complete the above renovations. By participating in the bond pool, the Authority can make these improvements at one time.

The Housing Authority will request a 7 year debt service to generate \$330,669.

(See Physical Needs Assessment for Details)

**ATTACHMENT “E”**

<b>Annual Statement/Performance and Evaluation Report</b>						
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>						
PHA Name: HATTIESBURG HOUSING AUTHORITY		Grant Type and Number CAPITAL BOND POOL Replacement Housing Factor Grant No:			Federal FY of Grant:  2004	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations					
3	1408 Management Improvements					
4	1410 Administration					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	40,000				
8	1440 Site Acquisition					
9	1450 Site Improvement	76,257				
10	1460 Dwelling Structures					
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures	214,412				
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collateralization or Debt Service					
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2 – 20)	330,669				
22	Amount of line 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 compliance					
24	Amount of line 21 Related to Security – Soft Costs					
25	Amount of Line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures					





**Physical Needs Assessment  
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157  
(exp. 06-30/2005)

HA Name  <p style="text-align: center;"><b>HATTIESBURG HOUSING AUTHORITY</b></p>	<input checked="" type="checkbox"/> Original  <input type="checkbox"/> Revision Number _____
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Development Number  MS26P001-001	Development Name  Briarfield Homes	DOFA Date Or Construction Date  5/31/1941
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Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant Units
Rental <input checked="" type="checkbox"/>	Family <input checked="" type="checkbox"/>	Detached/Semi Detached <input type="checkbox"/>	<u>20</u>	_____
Turnkey III – Vacant <input type="checkbox"/>	Elderly <input type="checkbox"/>	Row <input type="checkbox"/>	Current Bedroom Distribution	_____%
Turnkey III – Occupied <input type="checkbox"/>	Mixed <input type="checkbox"/>	Walk-Up <input checked="" type="checkbox"/>	0 _____ 1 <u>36</u> 2 <u>62</u>	Total Current
Mutual Help <input type="checkbox"/>		Elevator <input type="checkbox"/>	3 <u>22</u> 4 _____ 5 _____	Units <u>120</u>
Section 23, Bond Financed <input type="checkbox"/>			5+ _____	

General Description of Needed Physical Improvements	Urgency of Need (1-5)
---	-----------------------

Gas Distribution Repairs (Interior) – 800 per unit	3
Water Distribution Repairs (Interior) – 500 per unit	3
Venting/Sewage Distribution (Interior) – 3500 per unit	3
Kitchen Renovations – 3500 per unit	3
Bathroom Renovations – 3500 per unit	3
Water Heater/Venting – 1700 per unit	3
Washer/Dryer Circuitry & Venting – 800 per unit	3
Electrical Upgrades – 1500 per unit	3
Interior Doors – 1500 per unit	3
Interior Painting – 1500 per unit	3
Windows – 3200 per unit	4
HVAC – 4500 per unit	5
Flooring (upstairs) – 1500 per unit	5
Roofing – 2200 per unit	5
Rear Porches – 2500 per unit	5
Stoves & Refrigerators – 650 per unit	5
Site Improvements – 2000 per unit	5
<i>All other capital needs during the bond repayment period will be met through the remaining 85.5% of Capital Fund Program funds &amp; operating expenses.</i>	

Total Preliminary Estimated Hard Cost for Needed Physical Improvements	\$ 4,242,000
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Per Unit Hard Cost	\$ 35,350
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Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Development Has Long-Term Physical and Social Viability	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Date Assessment Prepared	6/1/2004
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Source(s) of Information Physical Needs Inspection Maintenance Records PHA Staff Meetings
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**Physical Needs Assessment  
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157  
(exp. 06-30/2005)

HA Name  <p style="text-align: center;"><b>HATTIESBURG HOUSING AUTHORITY</b></p>	<input checked="" type="checkbox"/> Original  <input type="checkbox"/> Revision Number _____
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Development Number  MS26P001-002	Development Name  Robertson Place	DOFA Date Or Construction Date  5/31/41
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Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant Units
Rental <input checked="" type="checkbox"/>	Family <input checked="" type="checkbox"/>	Detached/Semi Detached <input type="checkbox"/>	20	_____
Turnkey III – Vacant <input type="checkbox"/>	Elderly <input type="checkbox"/>	Row <input type="checkbox"/>	Current Bedroom Distribution	
Turnkey III – Occupied <input type="checkbox"/>	Mixed <input type="checkbox"/>	Walk-Up <input checked="" type="checkbox"/>	0 _____ 1 36 2 62	_____ %
Mutual Help <input type="checkbox"/>		Elevator <input type="checkbox"/>	3 22 4 _____ 5 _____	Total Current
Section 23, Bond Financed <input type="checkbox"/>			5+ _____	Units 120

General Description of Needed Physical Improvements	Urgency of Need (1-5)
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Gas Distribution Repairs (Interior) – 800 per unit	3
Water Distribution Repairs (Interior) – 500 per unit	3
Venting/Sewage Distribution (Interior) – 3500 per unit	3
Kitchen Renovations – 3500 per unit	3
Bathroom Renovations – 3500 per unit	3
Water Heater/Venting – 1700 per unit	3
Washer/Dryer Circuitry & Venting – 800 per unit	3
Electrical Upgrades – 1500 per unit	3
Interior Doors – 1500 per unit	3
Interior Painting – 1500 per unit	3
Windows – 3200 per unit	4
HVAC – 4500 per unit	5
Flooring (upstairs) – 1500 per unit	5
Roofing – 2200 per unit	5
Rear Porches – 2500 per unit	5
Stoves & Refrigerators – 650 per unit	5
Site Improvements – 2000 per unit	5
<i>All other capital needs during the bond repayment period will be met through the remaining 85.5% of Capital Fund Program funds &amp; operating expenses.</i>	

Total Preliminary Estimated Hard Cost for Needed Physical Improvements	\$ 4,242,000
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Per Unit Hard Cost	\$ 35,350
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Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Development Has Long-Term Physical and Social Viability	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Date Assessment Prepared	6/1/2004
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Source(s) of Information Physical Needs Inspection Maintenance Records PHA Staff Meetings
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**Physical Needs Assessment  
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157  
(exp. 06-30/2005)

HA Name  <p style="text-align: center;"><b>HATTIESBURG HOUSING AUTHORITY</b></p>	<input checked="" type="checkbox"/> Original  <input type="checkbox"/> Revision Number _____
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Development Number  MS26P001-003	Development Name  N/A	DOFA Date Or Construction Date  6/30/1996
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Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant Units
Rental <input checked="" type="checkbox"/>	Family <input checked="" type="checkbox"/>	Detached/Semi Detached <input checked="" type="checkbox"/>	56	_____
Turnkey III – Vacant <input type="checkbox"/>	Elderly <input type="checkbox"/>	Row <input type="checkbox"/>	Current Bedroom Distribution	_____ %
Turnkey III – Occupied <input type="checkbox"/>	Mixed <input type="checkbox"/>	Walk-Up <input type="checkbox"/>	0 _____ 1 _____ 2 _____	
Mutual Help <input type="checkbox"/>		Elevator <input type="checkbox"/>	3 <u>52</u> 4 <u>3</u> 5 <u>1</u> Total Current	Units
Section 23, Bond Financed <input type="checkbox"/>			5+ _____	<u>56</u>

General Description of Needed Physical Improvements	Urgency of Need (1-5)
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Replace Ranges – 275 each/11 per year  
 Replace Refrigerators – 375 each/11 per year  
 Site Improvements/Drainage Control

1-5  
1-5  
5

*All other capital needs during the bond repayment period will be met through the remaining 85.5% of Capital Fund Program funds & operating expenses.*

Total Preliminary Estimated Hard Cost for Needed Physical Improvements	\$ 22,150
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Per Unit Hard Cost	\$ 395
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Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Development Has Long-Term Physical and Social Viability	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Date Assessment Prepared	6/1/2004
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Source(s) of Information  
 Physical Needs Inspection  
 Maintenance Records  
 PHA Staff Meetings

<b>HA Name</b> Hattiesburg Housing Authority	<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision Number	
<b>General Description of Management Operations Needs</b>	<b>Urgency of Need (1-5)</b>	<b>Preliminary Estimated HA-Wide Cost</b>
<p><b>Maintenance Facility:</b></p> <p>The one existing maintenance facility of the Hattiesburg Housing Authority was constructed in 1972 and contains approximately 1700 sq. ft. of warehouse space.</p> <p>The Housing Authority has added 56 units of housing to its inventory without an increase in warehouse space.</p> <p>The City of Hattiesburg recently constructed a roadway through a large portion of the warehouse property formerly used for parking and equipment storage .</p> <p>The Housing Authority is currently leasing additional storage space at a cost of \$1200 per year.</p> <p>An immediate need exists to construct a new maintenance facility of 2000 sq. ft. to facilitate the delivery of maintenance services to the residents and eliminate the cost of storage rented space.</p> <p>2000 sq. ft. at \$90 per sq. ft.</p>	1	
<b>Total Preliminary Estimated HA-Wide Cost</b>		<b>\$214,412</b>

Date Assessment Prepared  
September 2004

Source(s) of Information PHA staff, public housing consultant



**Required Attachment \_G\_: 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.)

**RESIDENT ADVISORY COUNCIL**  
(As of January 12, 2004)

Name	Position	Site	Mailing Address	Phone
Benjamin Bass	President	Briarfield Homes	I-53 Briarfield Homes Hattiesburg, MS 39401	(601) 545-9368
Shirley Mikell	Vice President	Briarfield Homes	B-9 Briarfield Homes Hattiesburg, MS 39401	
Debbie Bowling <b>Secretary</b>	Secretary	Briarfield Homes	L-69 Briarfield Homes Hattiesburg, MS 39401	
Rose Smith <b>Vice President</b>	President	Robertson Place	810 Woodland Court Hattiesburg, MS 39401	(601) 545-9819
Mary Blakely	Vice President	Robertson Place	813 Charles Street Hattiesburg, MS 39401	(601) 544-1089
Vivian Anderson	Secretary	Robertson Place	805 Woodland Court Hattiesburg, MS 39401	(601) 545-2753
Marie Hibbler <b>President</b>	President	Hope Drive	109 Hope Drive Hattiesburg, MS 39401	(601) 268-0980
Ursula Cole	Vice President	Hope Drive	100 Hope Drive Hattiesburg, MS 39401	(601) 264-5696
Keshiba Stokes	Secretary	Hope Drive	116 Hope Drive Hattiesburg, MS 39401	

Monthly Meeting Schedules:

Hope Drive                    1<sup>st</sup> Thursday each month, 6 p.m.    Hope Drive Community Room

Briarfield Homes            2nd Thursday each month, 6 p.m.    Hope Drive Community Room

Robertson Place            3rd Thursday each month, 5 p.m.    Hope Drive Community Room

**SELECTION OF RESIDENT ADVISORY BOARD MEMBERS:**

The Resident Advisory Board consists of nine (9) members. They are selected by the resident body. Meetings are held monthly at each complex.

## ATTACHMENT H

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

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

If yes, list these developments as follows:

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

**ATTACHMENT I**

**CERTIFICATION**  
**“INITIAL ASSESSMENT”**  
**VOLUNTARY CONVERSION OF DEVELOPMENT FROM PUBLIC**  
**HOUSING STOCK**

*Component 10 (B) Voluntary Conversion Initial Assessments*

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? **3**
- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects) **0**
- c. How many Assessments were conducted for the PHA’s covered developments? **1**
- 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. **Completed**

This is to certify that The Housing Authority of the City of Hattiesburg, Mississippi has reviewed each development operating as public housing; considered the implications of converting the public housing to tenant-based assistance ; and concluded that conversion may be inappropriate because removal of the developments would not meet the necessary conditions for voluntary conversion.

That the initial assessment indicated that 1) cost would be a factor; 2) the ability to occupy the developments; 3) cost and/ or workability of vouchers in the community and 4) other relevant factors that voluntary conversion may be inappropriate.

THEREFORE, the Housing Authority has determined that our developments are not appropriate for conversion based on the following reasons:

1. Conversion **would be** more expensive than continuing to operate the developments (or a portion of it) as public housing;
2. Conversion **would not** principally benefit residents of the public housing development to be converted and the community; and
3. Conversion **would** adversely affect the availability of affordable housing in the community.

## **ATTACHMENT "J"**

### **PROGRESS STATEMENT ON PHA GOALS**

#### **HATTIESBURG HOUSING AUTHORITY**

1. The Hattiesburg Housing Authority established a goal to improve the PHA score from a "standard" to high performer" within three years. The PHA is currently rated as a "standard performer (89.0)". This goal will be retained.
2. The Hattiesburg PHA established a goal to improve apartments to achieve compatibility with private market rentals by the year 2005. Improvements are currently in progress with the use of CFP and Bond Pool funds and the Housing Authority is on schedule to meeting this goal.
3. The Hattiesburg PHA established a goal to provide proper security to render all developments relatively free of drugs and criminal activity by the year 2005. The Hattiesburg PHA in cooperation with the Hattiesburg police department participates in the Neighborhood Enhancement Team (NET) whereby a police sub-station is provided on site by the PHA which is staffed with 12 fully sworn uniformed police officers. The presences of these police officers who also provide security on the other PHA developments have proven to be a significant deterrent to drugs and criminal activity. The PHA is meeting this goal.
4. The HHA has set a goal of increasing employment rate for residents from 33% to 40% by year 2004. Over the past two years, the City of Hattiesburg has experienced an influx of more than 150 new apartments and 120 single family houses attracting our low/moderate income population. The result has been the erosion of our able bodied employed residents who are attracted to newer housing developments with and better amenities. The Housing Authority is still able to maintain 90% occupancy; however 62% of our current residents are receiving SSI, Social Security or non-wage incomes resulting in only 26% of our residents being employed. This goal will have to be modified to reflect the current actual percentage of 33% with a goal to increase this percentage to 40% by the year 2005.
5. The Hattiesburg PHA provides supportive service to improve assistance recipients employability by arranging for on site daycare for young children. Additionally, the PHA arranged for a bus stop on site to assist residents in transportation to employment sites. Eighty-two percent of our residents are female heads of households. Our residents population includes 316 children (under the age of 18) with an average age of 7. The result is, female heads of household with young children experience numerous barriers to employment. The HHA sponsors onsite registration with PACE Headstart, referrals to South Mississippi Planning and

Development District for subsidized child care services, contributes to an after school program (Aldergate Mission) for the youth at Briarfield Homes, contributes to an after school program (Family Network Partnership) at Robertson Place, supports KIDS ON THE GO at all sites, coordinates with the City of Hattiesburg for public transportation and have representatives of Hattiesburg Public Schools attend our residents meetings to update residents of services available to families with children attending public schools. The PHA is meeting this goal to continue these services through the year 2005.

6. The Hattiesburg PHA participates and assists residents in an annual city-wide "Senior Fair" and also host workshops by the state extension service with topics structured to improve independence for elderly residents. In cooperation with the Forrest General Hospital "Health Fairs" designed for the elderly are conducted at each site. The PHA goal of continuing these services through the year 2004 is being met.
7. The PHA established the goal to continue the policy to assure affirmative equal access for all applicants. The PHA is meeting this goal.
8. The PHA established the goal to modify additional apartments for the handicapped if the existing 13 handicapped apartments do not satisfy the need. Currently 12 of these units are occupied with handicapped residents; therefore, the need is being met. The PHA will monitor this situation closely or future changes.
9. The PHA continues to inspect all housing units annually.
10. The PHA continues to counseled with residents on homeownership and pledged our support if they choose to pursue homeownership.

**THE HOUSING AUTHORITY OF THE CITY OF HATTIESBURG, MISSISSIPPI**  
**ATTACHMENT K**  
**PET POLICY**

The Pet Policy set forth herein is reasonably related to the following legitimate interests of the Hattiesburg Housing Authority (PHA), including, but not limited to:

- (a) The PHA's interest in providing a decent, safe and sanitary living environment for existing and prospective Residents;
- (b) Protection and preserving the physical condition of the property of the PHA and the housing located thereon; and
- (c) The PHA's financial interests in the property administered by this Housing Authority. Residents occupying units administered by the Hattiesburg Housing Authority shall be allowed to house pets on either a temporary or permanent basis, provided by this provision. The Applicant and any Resident must also provide certification from a licensed medical reference. Only after such certification has been received by this Housing Authority, **in writing**, will a Resident be permitted to keep and maintain a pet. The rules set forth herein specify the procedure for obtaining the necessary approval to keep and maintain a pet on this Housing Authority premises and set forth the rules which govern the keeping of such pets. Residents requesting permission to have a pet will be permitted a limit of one (1) pet per household (Dwelling Unit).

(1) SELECTION CRITERIA:

- (a) Management Approval. Prior to a pet being accepted for keeping in a Dwelling Unit the proposed owner must prepare and submit an "*Application to Keep a Pet*". The Resident and this Housing Authority must enter into a "*Pet Agreement*".

In addition to executing the "*Pet Agreement*", the Resident must submit to this Housing Authority documented proof of the proposed pet's health, suitability and acceptability in accordance with provisions outlined in "Standards" below. Pets must be registered with this Housing Authority before the pet is brought onto the premises and annually thereafter.

Registration includes:

1. Certificate signed by a licensed veterinarian or designated State or local authority or agent, stating that the pet has received all inoculations required by State or local law;
2. Statement signed by a licensed veterinarian that the animal is in good health, has no communicable diseases or pests, and, in the case of dogs and cats, is spayed or neutered. Cats must also be declawed;
3. Name, address, and phone number of one or more responsible parties to care for the pet if the owner dies, is incapacitated or unable to care for the pet;
4. Execution of a "*Pet Agreement*" stating that the Resident accepts complete responsibility for the care and cleaning of the pet and acknowledges the applicable rules;
5. Pet must be licensed in accordance with applicable State and local laws and regulations.

Registration will be coordinated with the annual reexamination date. Approval for the keeping of pet shall not be extended until the requirements specified above have been met, and in no event will approval of other than the common household pets be extended.

## **ATTACHMENT "L"**

### **IMPLEMENTATION OF COMMUNITY SERVICE REQUIREMENTS**

The Housing Authority of the City of Hattiesburg, Mississippi will administer the community service requirement as follows:

1. Locate potential work sites for those residents required performing voluntary work and maintaining a listing of those sites. Information concerning the work sites will be furnished to residents for advice and counseling only. The resident is ultimately responsible for locating a work site and performing the required hours in compliance with Federal Law.
2. Screen resident records for those who are required to perform community service and provide notification of the requirements. New residents will be informed of the requirements prior to move-in.
3. Prepare and furnish to affected residents a form for third party certification of the community work or self-sufficiency requirement. The completed form will be returned to the Housing Authority and placed in the resident's file.
4. Review or obtain the resident's certification ninety days prior to annual reexamination. If the resident has failed to fulfill the community work or family self-sufficiency requirement, the resident will be notified not less than thirty days prior to lease expiration of the noncompliance. The resident will also be advised that the determination of noncompliance is subject to the Housing Authority grievance procedure; and that unless the resident and the Housing Authority enter into a suitable agreement for the resident to cure the noncompliance, the resident's lease will not be renewed and the Housing Authority will take eviction action. If an agreement is reached the resident will be required to make up lost hours.

Each adult resident must contribute eight (8) hours per month of community service, or participate in an economic self-sufficiency program for eight (8) hours per month, unless exempt from this requirement for one of the following reasons:

- Is 62 years or older;
- Is blind or disable as defined by the Social Security Act, and who is unable to comply with this requirement, or is a primary caretaker of such individual;
- Is engaged in a work activity as defined by Social Security Act;
- Meets the requirements for being exempted from having to engage in a work activity under the State program funded by the Social Security Act, or under any other Mississippi welfare program, including a State administered welfare to work program; and has not been found by the State or other administering entity to be in noncompliance with such program. and
- Is in a family receiving assistance under a State program funded by the Social Security Act, or under any other Mississippi welfare program, including a State administered welfare to work program, and has not been found by the State or other administering entity to be in noncompliance with such program.



## LEVERAGING of CAPITAL FUNDS

Hattiesburg Housing Authority has determined that the capital projects for improvements included in our 5-year plan need to be accelerated. We have also determined that the major capital needs of the Authorities housing stock has been and is being met by the expenditure of annual capital grant funds. This is documented by REAC inspections, area office monitoring reviews and previous Army Corp of Engineers reviews. The authority has had an ongoing modernization program for twelve years beginning in 1992. During this time the Authority has and continues to modernize it's units with work by general contractors. The Authority on average receives in excess of \$473,810 in annual capital fund grants. The Authority proposes to leverage 14.5% (\$71,111 of its capital funds for a seven-year period to perform capital expenditures for site improvements and construction of a new maintenance warehouse. The Authority has determined through a needs assessment that the remaining 85.5% (\$405,107) of the annual capital fund grant will be adequate to maintain management and capital improvements that the authority will incur over the next seven years while these capital funds are leveraged. Subject to HUD approval, the Authority will undertake the financing, which, subject to appropriations, will be secured and paid from future funds received by the Authority under HUD's Capital Fund Program. The estimated amount of the annual interest and principal payment (the mortgage) over the next seven years is expected to be \$71,111. The financing is solely secured by the pledge of future funds expected to be received by the authority under HUD's Capital Fund Program. This pledge is subject to appropriations.

All other capital needs during the bond repayment period will be met through the remaining 85.5% of Capital Fund Program funds and operating budget.

The amount of funds expected to be received for capital projects and the costs are as follows:

### SOURCE OF FUNDS:

**Financing Proceeds** \$435,000

### USE OF FUNDS:

Capital projects	330,669
Issuance cost	16,907
Debt Service Reserves	71,111
Capitalized Interest	<u>16,313</u>
Total Uses	\$435,000

<u>Capital Projects</u>	<u>Location</u>	<u>Total Cost</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
A/E Fees	Hattiesburg	40,000		40,000			
Site Improvements	Hattiesburg	76,257		76,257			
<u>Maintenance Warehouse</u>	<u>Hattiesburg</u>	<u>214,412</u>		<u>214,412</u>			
Total Cost		330,669		330,669			

The housing authorities in the pool have agreed to update the above schedule on an annual basis to reflect actual expenditures, as well as any revisions to the timing of implementation of the approved scope of work. The 5-year plan will show the budgeted use of capital funds for the payment of debt service related to funding.