

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

PHA Plans

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

HOUSING AUTHORITY OF THE
CITY OF LONG BRANCH

nj008v01

**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: Housing Authority of the City of Long Branch

PHA Number: NJ008

PHA Fiscal Year Beginning: (mm/yyyy) 07/2004

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 2000 - 2004
[24 CFR Part 903.5]

A. Mission

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

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:

The mission of the Long Branch Housing Authority is to provide safe, decent, attractive, accessible and affordable housing for eligible families and to provide economic development opportunities to improve the quality of life. The Long Branch Housing Authority will also establish and maintain partnerships with residents and public and private entities to this end. The Long Branch Housing Authority is committed to operate in a cost-efficient, ethical and professional manner.

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)
- 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:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

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

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

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

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

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

Objectives:

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

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

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

Other PHA Goals and Objectives:

Goal 1: Achieve financial security.

Objective 1.1: Increase operating income by at least the rate of inflation each year.

- 1.1.1: Increase receipt of non-Federal operating income.
- 1.1.2: Increase receipt of rental income.
- 1.1.3: Secure grants and in-kind services.

Objective 1.2: Control real non-utility expenses to be less than the established justifiable spending levels adjusted by the annual rate of inflation while maintaining a consistent level of service.

- 1.2.1: Establish justifiable spending levels.

Goal 2: Rehabilitate existing housing.

Objective 2.1: Improve marketability of developments by 6/30/01.

Objective 2.2: Complete physical needs assessment by 9/30/01.

Goal 3: Establish appropriate security.

Objective 3.1: Monitor interest of residents in establishing resident-based internal security monitoring at high-rise elderly buildings.

Objective 3.2: Monitor need for and interest of residents in establishing Tenant patrol programs at family sites especially in developing response to any special crime situation or to an overall increase in crime.

Objective 3.3: Decrease and/or eliminate drug offenses at a rate not less than the overall decrease in similar crimes in the City of Long Branch each year.

Goal 4: Develop an asset management plan.

Objective 4.1: Investigate alternative uses for properties by 7/2003.

Objective 4.2: Assess long-term market for low-income housing by 7/2003.

Objective 4.3: Conduct on-going review of maintenance policies with emphasis on

4.3.1: Staff training

4.3.2: Inspections

4.3.3: Material quality

Objective 4.4: Initiate physical needs assessment by 7/31/01.

Objective 4.5: Investigate alternative ownership/management options by 12/2003.

4.5.1: Survey residents by 12/31/02 or as appropriate in conjunction with development proposals.

Goal 5: Upgrade/rewrite/create all LBHA policies.

Objective 5.1: Provide resident training for input into policy formation by 9/30/00.

5.1.1: Provide resident training for input into managerial issues in conjunction with Goal 8 by 7/31/01.

Objective 5.2: Continue review of existing policies with resident input and advice of Legal Counsel through 7/31/02. Review and revise "Community Service" and "Pet Ownership" policies with resident input.

- Objective 5.3: Establish new policies regarding
 - 5.3.1: vehicle parking by 12/31/01.
 - 5.3.2: flat rents by 12/31/01.

Objective 5.4: Revise procurement policy to conform to recent NJ regulatory changes by 12/31/01.

Objective 5.5: Revise personnel policy incrementally by 7/31/02.

Goal 6: Organize residents.

- Objective 6.1: Continue to strengthen resident association at each site.
 - 6.1.1: Develop election procedure including resident notification by 8/2000.
 - 6.1.2: Hold elections by 10/2000.
 - 6.1.2.1: Hold elections at Woodrow Wilson and Kennedy Towers by 7/2001.

Objective 6.2: Continue to assist in resident organization development through 7/31/02.

Objective 6.3: Complete incorporating resident associations as required as section 501 (C)(3) entities by 7/31/02.

Objective 6.4: Develop a resident travel policy by 6/02.

Objective 6.5: Develop an organization of Section 8 residents to provide input and information regarding LBHA policy and private sector owners by 6/02.

Objective 6.6: Develop a newsletter with Section 8 residents to provide information by 6/02.

Objective 6.7: Explore the possibility of a Section 8 homeownership program by 6/02.

Goal 7: Revitalize distressed developments.

Objective 7.1: Develop a plan to obtain the significant funding necessary to rebuild or replace existing obsolete developments through HUD's HOPE VI Program.

Objective 7.2: Conduct physical needs assessment by 9/30/01.

Objective 7.3: Retain consultant to provide advisory services for Board and staff regarding availability of proper funding and required elements to assist in decision making regarding development options including construction of mixed income developments, demolition and homeownership opportunities by 6/30/01.

Objective 7.4: Decide which development option to pursue and secure agreement and assistance of resident organizations by 9/30/01.

Objective 7.5: Secure concurrence and active support of City of Long Branch redevelopment organizations by 9/30/01.

Objective 7.6: Prepare HOPE VI or other appropriate application for funding/revitalization by 1/31/02.

Goal 8: Improve the delivery of service including recreation for seniors and improve management of all existing developments by making site management more accessible and responsive to need for improvements.

Objective 8.1: Appoint Housing Managers and designate staff for family and elderly developments by 9/30/01.

Objective 8.2: Assess and monitor performance of in-place management staff at senior developments by 7/31/02.

Objective 8.3: Provide training including PHM Certification for all involved staff by 9/30/01.

Objective 8.4: Establish regular exchange of information between site managers and resident organizations designating the site managers as the principal point of contact for all residents.

Objective 8.5: Revamp the LBHA computer system to provide reliable management information and to satisfy the ever-increasing

requests for electronic data by HUD by 12/2001.

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

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.

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 (nj008a01)
- FY 2004 Capital Fund Program Annual Statement (nj008b01)
- 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
- FY 2004 Capital Fund Program 5 Year Action Plan (nj008c01)
- 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:

- Pet Policy (nj008d01)
- Implementation of Public Housing Resident Community Service Requirements (nj008e01)
- Resident Membership of the PHA Governing Board (nj008f01)
- Membership of the Resident Advisory Board (nj008g01)
- Progress Report (nj008h01)
- Capital Fund Program Tables (nj008i01)
- Voluntary Conversion Assessment (nj008j01)

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any 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
X	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
	The most recent Public Housing Drug Elimination Program (PHEDEP) 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1,245	5	5	5	N/A	1	N/A
Income >30% but <=50% of AMI	845	5	5	5	N/A	1	N/A
Income >50% but <80% of AMI	826	4	5	5	N/A	1	N/A
Elderly	845	N/A	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
White Non-Hispanic	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Black Non-Hispanic	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s
Indicate year:
- 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 checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	712		35
Extremely low income <=30% AMI	512	72%	
Very low income (>30% but <=50% AMI)	185	26%	
Low income (>50% but <80% AMI)	15	.02%	
Families with children	477	67%	
Elderly families	71	10%	
Families with Disabilities	164	23%	
Black/Non-Hispanic	335	47%	
Hispanic	299	42%	
White/Non-Hispanic	78	11%	
Asian American	0	0%	
Native American	0	0%	
Characteristics by Bedroom Size (Public Housing			

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

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	347		88
Extremely low income <=30% AMI	326	94%	
Very low income (>30% but <=50% AMI)	18	5%	
Low income (>50% but <80% AMI)	3	1%	
Families with children	166	48%	
Elderly families	81	23%	
Families with Disabilities	88	25%	
Black Non-Hispanic	162	47%	
Hispanic	56	16%	

Housing Needs of Families on the Waiting List			
White Non-Hispanic	122	35%	
Asian American	2	1%	
Native American	5	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	205	59%	47
2 BR	129	37%	33
3 BR	10	3%	7
4 BR	3	1%	1
5 BR	0	0	0
5+ BR	0	0	0
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 29 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (elderly and disabled)			

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)

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- 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.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004 grants)		
a) Public Housing Operating Fund	\$1,880,709.	
b) Public Housing Capital Fund	1,739,494.	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,906,607.	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	7,600.	
i) HOME	0	
Other Federal Grants (list below)	0	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2003 CFP	1,259,494.	
3. Public Housing Dwelling Rental Income		
	2,029,094.	
4. Other income (list below)		
Miscellaneous income	80,000.	
5. Non-federal sources (list below)	0	
Leveraging	4,945,000.	
Total resources	\$17,847,998.	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

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

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

c. If the PHA 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?

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.

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- 1 Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- 1 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)

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

See attachment nj008a01.

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

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

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

Adoption of site based waiting lists
If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

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

Other (list policies and developments targeted below)

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

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

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

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

- Not applicable: results of analysis did not indicate a need for such efforts
 List (any applicable) developments below:

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

- Not applicable: results of analysis did not indicate a need for such efforts
 List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

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

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

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

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

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

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

- Criminal or drug-related activity
 Other: Current and former address and name of current and former landlord.

(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:

In cases where difficulty in finding a unit is encountered, especially an accessible unit.

(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.

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 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?

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)

- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (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)

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

B. HUD Programs Under PHA Management

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

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

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)

(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 nj008b01

-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 nj008c01

-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:

A HOPE VI Revitalization grant was submitted for Grant Court and Seaview Manor.

- 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:

Grant Court and Seaview Manor.

- 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:

Grant Court and Seaview Manor.

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.)

Demolition/Disposition Activity Description
1a. Development name: Grant Court
1b. Development (project) number: NJ008-002
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: 20/01/04
5. Number of units affected: 82
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: depends upon HUD approval of HOPE VI application. b. Projected end date of activity: See above response.

Demolition/Disposition Activity Description
1a. Development name: Seaview Manor

1b. Development (project) number: NJ008-003
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: 20/01/04
5. Number of units affected: 46
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: depends upon HUD approval of HOPE VI application. b. Projected end date of activity: See above response.

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.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(DD/MM/YY)
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[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.

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

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:

Criteria have not yet been developed.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 06/11/00

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.)

Services and Programs

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

(2) Family Self Sufficiency program/s

a. Participation Description

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

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

13. PHA Safety and Crime Prevention Measures

[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?

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)

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) at 243 Garfield Court
- 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: the LBPD has assigned a liaison officer to the LBHA.

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

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.

- 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 2000 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)]

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.

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)

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:

Residents of Hobart Manor submitted a list of modernization needs among them being: new storm doors, new drainage pipes for washing machines, relocation of clothes dryers and a new computer.

Residents of Grant Court also submitted a list of modernization needs including kitchen and bathroom renovations and landscaping.

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)

The housing authority met with tenants and explained that the funds expected from the leveraging of capital funds will be allocated to include the requested capital improvements.

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 Long Branch

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

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

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:
 1. The City will provide job training for public housing residents.
 2. Sidewalk, street and parking improvements are planned in areas adjacent to public housing.
 3. Hot meals are provided to elderly public housing residents.

D. Other Information Required by HUD

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

19. Definition of “Substantial Deviation” and “Significant Amendment or Modification: [903.7 (r)]:

A “substantial deviation” in the Five-Year Plan is defined as any change in the mission statement or any change in the definitions of the goals and objectives.

A “significant amendment or modification” in the Annual Plan is defined as: (a) changes to rent or admission policies or the organization of the waiting list, (b) additions of non-emergency work items or a change in the use of replacement reserve funds under the Capital Fund, (c) additions of new activities in the PHDEP plan, and (d) any change with regard to demolition, disposition, designation, homeownership or conversion activities.

A change required as a result of changes to HUD regulations will not be considered to be “significant amendment or modification”.

Attachments

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

PHA Plan
Table Library
 See attachment nj008b01

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

Annual Statement
Capital Fund Program (CFP) Part I: Summary

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

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

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

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

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

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

See attachment nj008c01

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

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

Optional Public Housing Asset Management Table

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

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

Attachment nj008a01
Admissions Policy for Deconcentration

Component 3, (6) Deconcentration and Income Mixing

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

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
Grant Court	82		Target investments and capital improvements

**Attachment nj008b01
FY 2004 Annual Statement**

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850104 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	320,000.00			
4	1410 Administration	160,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	30,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	170,000.00			
10	1460 Dwelling Structures	513,663.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	85,000.00			
13	1475 Nondwelling Equipment	25,000.00			
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				

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P00850104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,303,663.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	170,000.00			

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
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	
NJ 8-1	1. Renovate vacant units	1460	12	120,000.00				
	2. Nondwelling equipment	1475		25,000.00				
NJ 8-2	Site improvements	1450	Entire site	80,000.00				
NJ 8-3	HOPE VI Redevelopment							
NJ 8-4	Renovate community building	1470		85,000.00				
NJ8-5	Replace windows	1460	All units	170,000.00				
NJ 8-6	Site improvements	1450	Entire site	90,000.00				
NJ 8-7	1. Façade restoration	1460	Entire building	93,663.00				
	2. Security system upgrade	1460		42,500.00				
NJ 8-8	1. Elevator upgrade	1460	2	130,000.00				
	2. Security system upgrade	1460		42,500.00				
HA-Wide	1. CHAS network/software upgrades	1408		30,000.00				

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
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	
Management	2. Community supportive services	1408		100,000.00				
Improvements	3. Commissioner, Director and staff training	1408		40,000.00				
	4. Resident initiative programs	1408		55,000.00				
	5. Drug elimination program	1408		95,000.00				
HA-Wide Administration	Administrative Costs	1410		160,000.00				
HA-Wide Fees and Costs	1. A/E services	1430	All work items	20,000.00				
	2. CFP Consultant	1430	Annual Plan	10,000.00				
	Total			1,303,663.00				

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program No: NJ39P00850104 Replacement Housing Factor No:				Federal FY of Grant: 2004	
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	
All	12/31/05			6/30/07			

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: NJ39R00850104	Federal FY of Grant: 2004
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Original Annual Statement **Reserve for Disasters/ Emergencies** **Revised Annual Statement (revision no:)**
 Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$146,765.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$146,765.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: NJ39R00850104	Federal FY of Grant: 2004
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
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: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: NJ39R00850104				Federal FY of Grant:		
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	
NJ 8-3	Replacement Housing	1460	2 units	146,765.00				

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program No: Replacement Housing Factor No: NJ39R00850104					Federal FY of Grant: 2004
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	
NJ 8-3	12/31/05			6/30/07			

**Attachment nj008c01
FY 2004 CFP 5 Year Action Plan**

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: Long Branch Housing Authority		<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 2			
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				
NJ-8-1		120,000.00	180,000.00	190,000.00	150,000.00
NJ-8-2		168,663.00	104,000.00	25,000.00	90,000.00
NJ-8-3		HOPE VI	HOPE VI	HOPE VI	HOPE VI
NJ-8-4		140,000.00	75,000.00	190,000.00	140,000.00
NJ-8-5		65,000.00	83,000.00	28,663.00	75,000.00
NJ-8-6		60,000.00	79,663.00	25,000.00	118,000.00
NJ-8-7		110,000.00	125,000.00	160,000.00	95,663.00
NJ-8-8		130,000.00	145,000.00	175,000.00	125,000.00
HA Wide		510,000.00	510,000.00	510,000.00	510,000.00
CFP Funds Listed for 5-year planning		1,303,663.00	1,303,663.00	1,303,663.00	1,303,663.00
Replacement Housing Factor Funds		146,765.00	146,765.00	146,765.00	146,765.00

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2005 PHA FY: 2005			Activities for Year: 3 FFY Grant: 2006 PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	NJ 8-1	Vacant Units	100,000.00	NJ 8-1	Replace windows	160,000.00
Annual						
Statement	NJ 8-2	Replace furnaces/ducts	168,663.00	NJ 8-2	Replace entry doors	84,000.00
	NJ 8-3	HOPE VI		NJ 8-3	HOPE VI	
	NJ 8-4	Heating controls	120,000.00	NJ 8-4	Sitework	75,000.00
	NJ 8-5	Asbestos abatement	65,000.00	NJ 8-5	Bath renovations	70,000.00
	NJ 8-6	Vacant units	40,000.00	NJ 8-6	Replace windows	69,663.00
	NJ 8-7	Elevator upgrade	100,000.00	NJ 8-7	Replace windows	120,000.00
	NJ 8-8	Replace doors/locks	130,000.00	NJ 8-8	Replace windows	145,000.00
	HA-Wide	Management	320,000.00	HA-Wide	Management	320,000.00
		Administration	160,000.00		Administration	160,000.00
		Fee/Costs	30,000.00		Fees/Costs	30,000.00
		Nondwelling equip.	70,000.00		Nondwelling equip.	70,000.00
	Total CFP Estimated Cost		1,303,663.00			1,303,663.00

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year: 4 FFY Grant: 2007 PHA FY: 2007			Activities for Year: 5 FFY Grant: 2008 PHA FY: 2008		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
NJ-8-1	Replace boilers	180,000.00	NJ-8-1	Kitchen renovations	120,000.00
NJ-8-2	Sitework	15,000.00	NJ-8-2	Reroofing	90,000.00
NJ-8-3	HOPE VI		NJ-8-3	HOPE VI	
NJ-8-4	Replace boilers	180,000.00	NJ-8-4	Bath renovations	100,000.00
NJ-8-5	Sitework	18,663.00	NJ-8-5	Kitchen renovations	75,000.00
NJ-8-6	Sitework	15,000.00	NJ-8-6	Kitchen renovations	118,000.00
NJ-8-7	Replace boilers	150,000.00	NJ-8-7	Common area A/C	95,663.00
NJ-8-8	Replace boilers	165,000.00	NJ-8-8	Common area A/C	125,000.00
PHA Wide	Management	320,000.00	PHA Wide	Management	320,000.00
	Administration	160,000.00		Administration	160,000.00
	Fees/Costs	30,000.00		Fees/Costs	30,000.00
	Nondwelling equip.	70,000.00		Nondwelling equip.	70,000.00
Total CFP Estimated Cost		1,303,663.00			\$1,303,663.00

Attachment nj008d01
Pet Policy

Residents of the Long Branch Housing Authority (LBHA) have the right to own common household pets subject to the reasonable requirements of the LBHA. Among those reasonable requirements are that the pet be registered with the LBHA. Registration includes:

- having the pet licensed and inoculated.
- the resident has entered into a Pet Agreement with the LBHA.

The Pet Policy limits the kind of pet, the number and weight of the pet(s) and mandates a pet deposit of \$50.00. The policy also limits the behavior of the pet and the conditions for the removal of the pet from the premises of the LBHA.

Attachment nj008e01
Implementation of Public Housing Resident Community
Service Requirements

The Long Branch Housing Authority (LBHA) will implement a community service program for non-exempt individuals in public housing using the following guidelines:

- Non-exempt individuals will be identified and briefed in writing on their community service responsibilities prior to October 1, 2001.
- A Cooperation Agreement has been entered into with the local TANF agency which allows for the exchange of information.
- Fulfillment of the individual's responsibility will be verified at the time of re-examination. Non-compliant individuals will be required to enter into an agreement to make-up all time not spent in fulfillment of service during the next twelve-month period following re-examination.
- The policy lists a wide variety of acceptable activities that qualify as community service.
- In all other respects, the LBHA's community service policy will operate in accordance with 24 CFR 960.600. The community service program will begin on October 1, 2001.
- The LBHA understands that it has been precluded from enforcing the community service requirement in its fiscal year beginning July 1, 2002.

Attachment nj008f01
Resident Membership of the PHA Governing Board

The resident-commissioner is Janice Stathum. She was appointed by the City Council for a term of May 1, 2000 to 2005.

Attachment nj008g01
Membership of the Resident Advisory Board

The following individuals are members of the Resident Advisory Board:

Janice Stathum
Mary Cooper
Julia Wheeler

Fran Marra
Gloria Locust
Geneva Morris

Brenda Bouldin
Ethel Colbert

Attachment nj008h01
Progress Report

The following narrative details the progress made by the LBHA to achieve the objectives of the Five Year Plan during the second plan year beginning 7/1/2001.

Goal 1 -Achieve Financial Security .

Objective 1.1 was accomplished.

Objective 1.2 was accomplished.

Objective 1.3 was accomplished.

Goal 2 -Rehabilitate Existing Housing.

Objective 2.1 was accomplished.

Objective 2.2 was accomplished.

Goal 3 -Establish Appropriate Security.

Objective 3.1 – The LBHA has established a resident and community security program in senior developments and has used residents to provide security to fulfill community service requirements.

Objective 3.2 - Residents show no interest in a security patrol.

Objective 3.3 was accomplished. The Long Branch police Department has assigned a liaison officer to the housing authority in 2003. This has improved the security problem tremendously.

Goal 4 - Develop an Asset Management Plan.

Objective 4.1 was accomplished.

Objectives 4.3 through 4.4 were accomplished.

Objective 4.5 was accomplished. The authority has applied for a HOPE VI grant and tax credits.

Goal 5 - Upgrade/rewrite/create all policies.

Objective 5.1 was accomplished.

Objective 5.2 was accomplished.

Objective 5.3 was accomplished.

Objective 5.3.2 was accomplished.

Objective 5.3.3 was accomplished.

Objective 5.4 was accomplished.

Goal 6 Organize Residents.

Objectives 6.1, 6.1.1 and 6.1.2 were accomplished.

Objective 6.2 is on-going.

Objective 6.2.1 was accomplished.

Objective 6.2.2 was accomplished.

Objective 6.2.3 was accomplished.

Objective 6.2.4 was accomplished.

Objective 6.2.5 was accomplished.

Objective 6.3 - not met. Some developments continue to have problems with leadership and organizing.

Objective 6.4 was accomplished.

Objective 6.5 was accomplished.

Objective 6.6 was accomplished.

Objective 6.7 was accomplished. The authority has held homeownership seminars. A realtor is working with residents to qualify them for homeownership.

Objectives 7.1 and 7.2 are in progress. A HOPE VI grant and tax credits have been applied for. A dollar commitment has been received from New Jersey Natural Gas to rebuild Seaview Manor.

Objective 7.3 was accomplished.

Objectives 7.4 and 7.5 were accomplished.

Objective 7.6 was accomplished.

Objective 8.1, 8.2 and 8.3 were accomplished

Objective 8.4 was accomplished.

Objective 8.5 was accomplished.

**Attachment nj008i01
Capital Fund Program Tables**

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2003 <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	190,683.00	-	190,683.00	190,683.00
4	1410 Administration	152,878.00	-	152,878.00	152,878.00
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	200,826.00	200,826.00	200,826.00	149,092.91
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	76,971.00	88,355.00	88,355.00	73,186.45
10	1460 Dwelling Structures	790,749.00	-	790,749.00	714,281.83
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	161,524.00	-	161,524.00	97,207.62
13	1475 Nondwelling Equipment	27,683.00	-	27,683.00	26,407.57
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	65,000.00	65,000.00	65,000.00
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P00850100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 4)
 Performance and Evaluation Report for Period Ending: 12/31/2003 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,601,314.00	1,601,314.00	1,601,314.00	1,468,737.38
22	Amount of line 21 Related to LBP Activities	515,949.00	100,000.00	100,000.00	100,000.00
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: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
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	
NJ-8-1	1. Replace kitchen cabinets	1460	100 units	92,270.00	112,270.00	112,270.00	112,270.00	Complete
Garfield Court	2. Renovate units	1460	60 units	18,424.00	110,624.00	110,624.00	110,624.00	Complete
	3. Site improvements	1450	Entire site	18,454.00	-	18,454.00	18,454.00	Complete
NJ-8-2	1. Asbestos abatement	1470	All units	88,029.00	88,029.00	88,029.00	64,316.38	Canceled
Grant Court	2. Renovate units	1460	20 units	11,803.00	54,759.46	54,759.46	44,291.17	Canceled
	3. Site improvements	1450	Entire site	9,227.00	-	9,227.00	5,941.55	Canceled
NJ-8-3	1. Replace boiler building roof	1470	-	46,135.00	11,889.61	11,889.61	11,889.61	Complete
Seaview Manor	2. Install sump pumps	1475	Boiler room	9,227.00	9,227.00	9,227.00	9,227.00	Complete
	3. Asbestos abatement	1470	Boiler room	22,145.00	22,145.00	22,145.00	22,145.00	Complete
	4. Replace interior stairs	1460	46 units	59,976.00	67,203.54	67,203.54	67,203.54	Complete
	5. Renovate units	1460	10 units	6,621.00	32,176.00	32,176.00	-	Canceled
	6. Site improvements	1450	Entire site	9,227.00	-	9,227.00	-	Canceled
NJ-8-4	1. LBP risk management	1460	All units	416,297.00	75,000.00	75,000.00	75,000.00	Complete
Woodrow Wilson	2. Renovate units	1460	60 units	14,394.00	106,256.00	106,256.00	106,256.00	Complete
	3. Site improvements	1450	Entire site	18,454.00	-	18,454.00	18,454.00	Complete

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
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	
NJ-8-5	1. Renovate units	1460	10 units	4,894.00	33,304.00	33,304.00	33,304.00	Complete
Garfield Court Addition	2. Site Improvements	1450	Entire site	-	6,381.03	6,381.03	6,381.03	Complete
NJ-8-5	1. LBP risk management	1460	All units	99,652.00	25,000.00	25,000.00	25,000.00	Complete
Woodrow Wilson Homes Addition	2. Renovate vacant units	1460	10 units	5,182.00	32,304.00	32,304.00	32,304.00	Complete
	3. Site Improvements	1450	Entire site	-	4,000.00	4,000.00	4,000.00	Complete
NJ-8-6	1. Renovate units	1460	12 units	8,205.00	38,892.00	38,892.00	38,892.00	Complete
Hobart Manor	2. Site improvements	1450	Entire site	7,382.00	-	7,382.00	7,382.00	Complete
NJ-8-7	1. Renovate units	1460	15 units	8,636.00	52,360.00	52,360.00	52,360.00	Complete
Chester Arthur Apartments	2. Site improvements	1450	Entire site	4,616.00	7,616.00	7,616.00	7,616.00	Complete
NJ-8-8	1. Install motorized louver	1475	Boiler room	9,227.00	3,673.24	3,673.24	3,673.24	Complete
Kennedy Towers	2. Install sump pumps	1475	Boiler room	9,227.00	9,227.00	9,227.00	9,227.00	Complete
	3. Renovate units	1460	20 units	14,396.00	50,600.00	50,600.00	50,600.00	Complete
	4. Site improvements	1450	Entire site	4,614.00	7,614.00	7,614.00	7,614.00	Complete

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
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	1. Upgrade computer system	1408	-	23,068.00	-	23,068.00	23,068.00	Complete
Management	2. Continue resident economic develop-	1408	-	50,749.00	-	50,749.00	50,749.00	Complete
Improvements	ment program							
	3. Continue to provide Drug Elimination Coordinator	1408	-	46,135.00	-	46,135.00	46,135.00	Complete
	4. Commissioner, Director and staff training	1408	-	46,135.00	-	46,135.00	46,135.00	Complete
	5. Human Services Coordinator	1408	-	33,702.00	-	33,702.00	33,702.00	Complete
PHA-Wide Administration	1. Administrative costs	1410	-	141,806.00	152,878.00	152,878.00	152,878.00	Complete
PHA-Wide	1. A/E services	1430	All work items	69,500.00	68,915.46	68,915.46	47,659.94	Delayed
Fees/Costs	2. LBP Consultant	1430	LBP projects	91,326.00	45,526.51	45,526.51	15,526.51	Complete
	3. CFP Consultant	1430	Annual plan	10,000.00	-	10,000.00	10,000.00	Complete
Replacement Reserve	1.Funds to operating reserves	1490	-	-	65,000.00	65,000.00	65,000.00	Complete
	TOTALS			1,601,314.00	1,601,314.00	1,601,314.00	1,468,737.38	

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program No: NJ39P00850100 Replacement Housing Factor No:				Federal FY of Grant: 2000	
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	
NJ-8-1	12/31/01	03/31/02		06/30/03	12/30/03		
NJ-8-2	12/31/01	03/31/02		06/30/03	12/30/03		
NJ-8-3	12/31/01	03/31/02		06/30/03	12/30/03		
NJ-8-4	12/31/01	03/31/02		06/30/03	12/30/03		
NJ-8-5	12/31/01	03/31/02		06/30/03	12/30/03		
NJ-8-6	12/31/01	03/31/02		06/30/03	12/30/03		
NJ-8-7	12/31/01	03/31/02		06/30/03	12/30/03		
NJ-8-8	12/31/01	03/31/02		06/30/03	12/30/03		
Management Improvements	12/31/01			06/30/03	03/31/02		

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P00850101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 3)
 Performance and Evaluation Report for Period Ending: 12/31/2003 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-	-	-	-
2	1406 Operations	-	-	-	-
3	1408 Management Improvements	190,000.00	-	190,000.00	190,000.00
4	1410 Administration	152,000.00	152,421.93	152,421.93	152,421.93
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	80,000.00	79,578.07	79,578.07	50,712.68
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	335,000.00	-	335,000.00	225,389.57
10	1460 Dwelling Structures	758,000.00	-	758,000.00	1,668.74
11	1465.1 Dwelling Equipment—Nonexpendable	18,000.00	-	18,000.00	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	39,741.00	-	39,741.00	34,427.26
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	65,000.00	-	65,000.00	65,000.00
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P00850101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 3)
 Performance and Evaluation Report for Period Ending: 12/31/2003 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,637,741.00	-	1,637,741.00	719,620.18
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: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850101 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	
NJ-8-1	1. Renovate vacant units	1460	5 units	50,000.00	-	50,000.00	-	In progress
Garfield Court	2. Smoke/carbon monoxide detectors	1460	50 units	50,000.00	-	50,000.00	-	In progress
	3. Replace playgrounds	1450	1	80,000.00	-	80,000.00	80,000.00	Complete
NJ-8-2	1. Renovate vacant units	1460	5 units	50,000.00	-	50,000.00	-	Canceled
Grant Court	2. Smoke/carbon monoxide detectors	1460	40 units	40,000.00	-	40,000.00	-	Canceled
	3. Replace playground	1450	1	75,000.00	-	75,000.00	48,389.57	Complete
NJ-8-3	1. Renovate vacant units	1460	5 units	40,000.00	-	40,000.00	-	Canceled
Seaview Manor	2. Stair replacement	1460	10 units	12,000.00	-	12,000.00	-	Canceled
	3. Smoke/carbon monoxide detectors	1460	23 units	23,000.00	-	23,000.00	-	Canceled
	4. Replace playground	1450	1	50,000.00	-	50,000.00	7,000.00	Canceled
NJ-8-4	1. Renovate vacant units	1460	5 units	50,000.00	-	50,000.00	-	In progress
Woodrow Wilson	2. Smoke/carbon monoxide detectors	1460	35 units	35,000.00	-	35,000.00	-	In progress
Homes	3. Clean sewer lines	1450	All	10,000.00	-	10,000.00	10,000.00	Complete
	4. Replace playground	1450	1	80,000.00	-	80,000.00	80,000.00	Complete

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850101 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	
NJ-8-5	1. Renovate vacant units	1460	5 units	50,000.00	-	50,000.00	-	Delayed
Garfield Court Addition	2. Smoke/carbon monoxide detectors	1460	20 units	20,000.00	-	20,000.00	-	In progress
NJ-8-5	1. Renovate vacant units	1460	5 units	50,000.00	-	50,000.00	-	Delayed
Woodrow Wilson Homes Addition	2. Smoke/carbon monoxide detectors	1460	20 units	20,000.00	-	20,000.00	-	In progress
NJ-8-6	1. Renovate vacant units	1460	5 units	12,500.00	-	12,500.00	-	Delayed
Hobart Manor	2. Smoke/carbon monoxide detectors	1460	30 units	20,000.00	-	20,000.00	-	Delayed
	3. Replace door locksets	1460	All units	9,000.00	-	9,000.00	-	In progress
	4. Replace utility room door locksets	1470	All	3,314.00	-	3,314.00	1,668.74	In progress
NJ-8-7	1. Renovate vacant units	1460	10 units	25,000.00	-	25,000.00	-	Delayed
Chester Arthur	2. Replace refrigerators/stoves	1465	30 units	18,000.00	-	18,000.00	-	Delayed
	3. Smoke/carbon monoxide detectors	1460	30 units	30,000.00	-	30,000.00	-	In Progress
	4. Replace apartment door locksets	1460	All units	9,000.00	-	9,000.00	-	In Progress

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850101 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	
NJ-8-8	1. Renovate vacant units	1460	15 units	37,500.00	-	37,500.00	-	In progress
Kennedy Towers	2. Apartment/hall replastering	1460	All	50,000.00	-	50,000.00	-	In progress
	3. Complete facade restoration	1460	-	75,000.00	-	75,000.00	-	In progress
PHA-Wide	1. Upgrade computer hardware/software	1408	-	25,000.00	-	25,000.00	45,000.00	Complete
Management	2. Continue resident economic develop- ment program	1408	-	50,000.00	-	50,000.00	50,000.00	Complete
Improvements	3. Continue to provide Drug Elimination Coordinator	1408	-	45,000.00	-	45,000.00	45,000.00	Complete
	4. Commissioner, Director and staff training	1408	-	36,000.00	-	16,000.00	16,000.00	Complete
	5. Human Services Coordinator	1408	-	34,000.00	-	34,000.00	34,000.00	Complete
PHA-Wide	1. Administrative costs	1410	-	152,000.00	-	152,000.00	152,421.93	Complete
Administration								
PHA-Wide	1. A/E services	1430	All work items	70,000.00	-	70,000.00	40,712.68	In Progress
Fees/Costs	2. CFP Consultant	1430	Annual plan	10,000.00	-	10,000.00	10,000.00	Complete

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850101 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	
Reserve Replacement	1. Funds to operating reserves	1490	-	65,000.00	-	65,000.00	65,000.00	Complete
	TOTAL			1,637,741.00		1,637,741.00	719,620.18	

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program No: NJ39P00850101 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	
NJ-8-1	12/31/02			06/30/04			
NJ-8-2	12/31/02			06/30/04			
NJ-8-3	12/31/02			06/30/04			
NJ-8-4	12/31/02			06/30/04			
NJ-8-5	12/31/02			06/30/04			
NJ-8-6	12/31/02			06/30/04			
NJ-8-7	12/31/02			06/30/04			
NJ-8-8	12/31/02			06/30/04			
Management Improvements	12/31/02			06/30/04			

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P00850102 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: 2)
 Performance and Evaluation Report for Period Ending: 12/31/2003 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-			
2	1406 Operations	-			
3	1408 Management Improvements	225,000.00	-	225,000.00	210,435.20
4	1410 Administration	170,000.00	-	170,000.00	168,103.93
5	1411 Audit	-			
6	1415 Liquidated Damages	-			
7	1430 Fees and Costs	25,000.00		30,000.00	49.52
8	1440 Site Acquisition	-			
9	1450 Site Improvement	190,000.00		190,000.00	-
10	1460 Dwelling Structures	855,591.00		276,000.00	-
11	1465.1 Dwelling Equipment—Nonexpendable	-			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	39,241.00		39,000.00	22,656.84
14	1485 Demolition	-			
15	1490 Replacement Reserve	65,000.00	-	65,000.00	-
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)	1,569,832.00		975,000.00	401,245.49
22	Amount of line 21 Related to LBP Activities				

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P00850102 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: 2)
 Performance and Evaluation Report for Period Ending: 12/31/2003 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
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: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850102 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	
NJ-8-1	1. Renovate vacant units	1460	5 units	50,000.00		50,000.00		2004
Garfield Court	2. Replace gas lines in buildings	1460	All buildings	70,000.00		70,000.00		2004
	3. Replace underground gas lines	1450	Entire site	58,000.00				A/E
NJ-8-2	1. Renovate vacant units	1460	5 units	50,000.00		50,000.00		Delayed
Grant Court	2. Replace gas lines in buildings	1460	All buildings	55,000.00				Delayed
	3. Replace underground gas lines	1450	Entire site	27,000.00		27,000.00		Delayed
NJ-8-3	1. Renovate vacant units	1460	5 units	50,000.00		50,000.00		Canceled
Seaview Manor	2. Replace gas lines in buildings	1460	All buildings	30,000.00				Canceled
	3. Replace underground gas lines	1450	Entire site	24,000.00		24,000.00		Canceled
NJ-8-4	1. Renovate vacant units	1460	5 units	50,000.00		50,000.00		2004
Woodrow Wilson	2. Replace gas lines in buildings	1460	All buildings	65,000.00		65,000.00		2004
Homes	3. Replace underground gas lines	1450	Entire site	59,000.00		59,000.00		A/E

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850102 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	
NJ-8-5	1. Renovate vacant units	1460	5 units	50,000.00		50,000.00		2004
Garfield Court Addition	2. Replace gas piping in buildings	1460	All buildings	20,000.00				2004
	3. Replace underground gas piping	1450	Entire site	5,000.00				A/E
NJ-8-5	1. Renovate vacant units	1460	5 units	50,000.00		50,000.00		2005
Woodrow Wilson Homes Addition	2. Replace gas piping in buildings	1460	All buildings	20,000.00		20,000.00		2004
	3. Replace underground gas piping	1450	Entire site	5,000.00		5,000.00		A/E
NJ-8-6	1. Renovate vacant units	1460	5 units	12,500.00		12,500.00		2005
Hobart Manor	2. Replace gas piping in buildings	1460	All buildings	50,000.00				2004
	3. Replace underground gas piping	1450	Entire site	42,000.00				A/E
NJ-8-7	1. Renovate vacant units	1460	5 units	12,500.00		12,500.00		2005
Chester Arthur	2. Upgrade emergency call system	1460	Entire building	50,000.00		50,000.00		2004
	3. Replace common area VCT	1460	Entire building	25,000.00		25,000.00		2004
	4. Replace gas service	1450	-	3,000.00				A/E

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850102 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	
NJ-8-8	1. Renovate vacant units	1460	3 units	12,500.00		12,500.00		2005
Kennedy Towers	2. Air conditioning sleeves	1460	All	150,000.00				2004
	3. Replace gas service	1450	-	3,000.00				A/E
PHA-Wide	1. Upgrade computer hardware/software	1408	-	60,000.00		60,000.00	60,000.00	Complete
Management	2. Continue resident economic development program	1408	-	50,000.00		50,000.00	50,000.00	Complete
Improvements	3. Continue to provide Drug Elimination Coordinator	1408	-	45,000.00		45,000.00	45,000.00	Complete
	4. Commissioner, Director and staff training	1408	-	36,000.00		36,000.00	36,000.00	Complete
	5. Human Services Coordinator	1408	-	34,000.00		34,000.00	34,000.00	Complete
PHA-Wide	1. Administrative costs	1410	-	170,000.00		170,000.00	168,103.93	In progress
Administration								
PHA-Wide	1. A/E services	1430	All work items	20,000.00		5,000.00	49.52	In progress
Fees/Costs	2. CFP Consultant	1430	Annual plan	10,000.00				In progress

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Replacement reserve	1490		65,000.00		65,000.000		2004
	Total			1,569,832.00		975,000.00	401,245.49	
Reserve Replacement	1. Funds to operating reserves	1490		65,000.00		-	-	2004
	TOTAL			1,569,832.00		975,000.00	410,245.49	

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program No: NJ39P00850102 Replacement Housing Factor No:				Federal FY of Grant: 2002	
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	
NJ-8-1	12/31/03			06/30/05			
NJ-8-2	12/31/03			06/30/05			
NJ-8-3	12/31/03			06/30/05			
NJ-8-4	12/31/03			06/30/05			
NJ-8-5	12/31/03			06/30/05			
NJ-8-6	12/31/03			06/30/05			
NJ-8-7	12/31/03			06/30/05			
NJ-8-8	12/31/03			06/30/05			
Management Improvements	12/31/03			06/30/05			

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P00850103 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: 1)
 Performance and Evaluation Report for Period Ending: 12/31/03 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	320,000.00	320,000.00	115,200.00	-
4	1410 Administration	160,000.00	160,000.00	57,600.00	-
5	1411 Audit	-			
6	1415 Liquidated Damages	-			
7	1430 Fees and Costs	30,000.00	30,000.00	6,200.00	-
8	1440 Site Acquisition	-			
9	1450 Site Improvement	150,000.00	109,500.00	39,420.00	-
10	1460 Dwelling Structures	842,741.00	659,163.00	261,580.00	-
11	1465.1 Dwelling Equipment—Nonexpendable	-			
12	1470 Nondwelling Structures	-			
13	1475 Nondwelling Equipment	70,000.00	25,000.00	-	-
14	1485 Demolition	-			
15	1490 Replacement Reserve	65,000.00	0	-	-
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)	1,303,663.00	1,303,663.00	480,000.00	-
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P00850103 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: 1)
 Performance and Evaluation Report for Period Ending: 12/31/03 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
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: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850103 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	
NJ-8-1	1. Renovate vacant units	1460	5 units	50,000.00				
Garfield Court	2. Site Improvements	1450	Entire site	40,000.00	35,000.00	18,000.00		
NJ-8-2	1. Renovate vacant units	1460	5 units	50,000.00				
Grant Court	2. Asbestos Abatement	1460	All buildings	45,000.00				
	3. Site Improvements	1450	Entire site	10,000.00	7,500.00			
NJ-8-3	1. Replace windows	1460	All buildings	198,000.00	0			Canceled
Seaview Manor	2. Site Improvements	1450	Entire site	10,000.00	0			Canceled
NJ-8-4	1. Masonry restoration	1460	All buildings	160,000.00		80,000.00		
Woodrow Wilson Homes	2. Site Improvements	1450	Entire site	40,000.00	35,000.00	12,000.00		

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850103 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	
NJ-8-5	1. Renovate vacant units	1460	4 units	40,000.00				
Garfield Court Addition	2. Site improvements	1450	Entire site	5,000.00	2,500.00	1,200.00		
NJ-8-5	1. Renovate vacant units	1460	4 units	40,000.00				
Woodrow Wilson Homes Addition	2. Site improvements	1450	Entire site	5,000.00	2,500.00	1,200.00		
NJ-8-6	1. Renovate community room	1460	Interior only	55,000.00		6,417.00		
Hobart Manor	2. Site Improvements	1450	Entire site	10,000.00	7,500.00	3,000.00		
NJ-8-7	1. Replace corridor doors/locksets	1460	All units	75,000.00		75,000.00		
Chester Arthur	2. Site Improvements	1450	Entire site	10,000.00	7,500.00	3,000.00		

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850103 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	
NJ-8-8	1. Heating control upgrades	1460	All units	75,000.00		31,000.00		
Kennedy Towers	2. Emergency call system upgrades	1460	All units	59,741.00	69,163.00	69,163.00		
	3. Site improvements	1450	Entire site	20,000.00	12,000.00	6,020.00		
PHA-Wide Management Improvements	1. CHAS network/software upgrades	1408	-	30,000.00		30,000.00		
	2. Community supportive services	1408	-	100,000.00		36,000.00		
	3. Commissioner, Director and staff Training	1408	-	40,000.00		10,000.00		
	4. Resident initiative programs	1408	-	55,000.00		13,200.00		
	5. Drug elimination program	1408	-	95,000.00		26,000.00		
	.							
PHA-Wide Administration	1. Administrative costs	1410	-	160,000.00		57,600.00		
PHA-Wide Fees/Costs	1. A/E services	1430	All work items	20,000.00		6,200.00		
	2. CFP Consultant	1430	Annual plan	10,000.00				

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850103 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	1. Computer hardware upgrades	1475		30,000.00	25,000.00			
Nondwelling Equipment	2. Maintenance vehicles	1475		40,000.00	0			Canceled
Replacement Reserve	1. Funds to operating reserves	1490		65,000.00	0			Canceled
	TOTAL			1,303,663.00	1,303,663.00	480,000.00		

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program No: NJ39P00850103 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	
NJ-8-1	12/31/04			06/30/06			
NJ-8-2	12/31/04			06/30/06			
NJ-8-3	12/31/04			06/30/06			
NJ-8-4	12/31/04			06/30/06			
NJ-8-5	12/31/04			06/30/06			
NJ-8-6	12/31/04			06/30/06			
NJ-8-7	12/31/04			06/30/06			
NJ-8-8	12/31/04			06/30/06			
Management Improvements	12/31/04			06/30/06			

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: NJ39R00850103	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: 12/31/03 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				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	146,765.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	146,765.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: NJ39R00850103	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: 12/31/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
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: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: NJ39R00850103				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	
NJ 8-3 Seaview Manor	Replacement Housing	1460	2 units	146,765.00				

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program No: Replacement Housing Factor No: NJ39R00850103	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	
NJ 8-1	9/16/05			9/16/07			

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: Nj39P00850203 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: 12/31/03 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				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$289,066.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$289,066.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: Nj39P00850203 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: 12/31/03
 Final Performance and Evaluation Report

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

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P00850203 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	
NJ 8-1	Renovate building facades	1460	All	289,066.00				

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program No: NJ39P00850203 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	
NJ 8-1	9/30/05			9/30/07			

Attachment nj008j01
Voluntary Conversion Assessment

Component 10 (B) Voluntary Conversion Initial Assessments

- a. How many of the PHA's developments are subject to the Required Initial Assessments? 8

- 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?
8

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

Development Name	Number of Units
None	

