

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

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# Troy Housing Authority Plans

5 Year Plan for Fiscal Years 2000 - 2004 Review 4  
Annual Plan for Fiscal Year 2004

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

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THA ANNUAL PLAN 2003 FOR SUBMISSION BY 10/15/03

HUD 50075

OMB Approval No: 2577-0226

## PHA Plan Agency Identification

**PHA Name:** Troy Housing Authority

**PHA Number:** NY012

**PHA Fiscal Year Beginning: (mm/yyyy)** 01/2004

### 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: One Eddy's Lane, Troy, New York 12180
- 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: One Eddy's Lane, Troy, New York 12180
- 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: One Eddy's Lane, Troy, New York 12180
- 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: (state mission here):

The Troy Housing Authority strives to improve the quality of life within the City of Troy by providing decent, safe and sanitary homes to the families and individuals who choose to live in our settings; increasing the availability of economic opportunities and affordable housing to promote self-sufficiency and homeownership; and assuring equal access to fair housing for everyone in the community.

Recognizing that efficient operations are essential in order to continue to perform the vital role that we play in the community, we commit ourselves to open communication, professionalism and fiscal responsibility as we develop partnerships with others to best meet the needs of our residents, whom we recognize as our most valuable asset.

## **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, & affordable housing.**

PHA Goal: Expand the supply of assisted housing to the fullest extent needed.

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)

Commission a housing needs assessment to guide the activities noted above by determining the most suitable mix of public housing and tenant based assistance to meet the needs of the community.

#### **REVIEW:**

**2004: THA has leveraged substantial private and other public funds for the revitalization of Kennedy Towers. As a result of revitalization, this property will no longer come under the auspices of NYS Public Housing and tenants will be recipients of project-based rental assistance. All else remains the same.**

2003: The THA did receive the additional 42 replacement vouchers and an additional 161 Fair Share Vouchers bringing the total number of Vouchers/Certificates to 804. We are currently exploring the most effective avenues to utilize all our available vouchers and will likely project-base a significant number of these vouchers in the near future. Our second HOPE VI application did not receive funding and we are presently exploring other options. We were successful in obtaining private and other public funds to revitalize the John F. Kennedy Towers, a NYS Public Housing Project. These funds will include private investment from Low-Income Housing Tax Credit investors and funding from New York State. Work on this project will be occurring throughout 2003 and into 2004. All else remains the same.

2002: THA did not receive Mainstream vouchers but did receive 102 of 144 requested Housing Choice Replacement Vouchers. Currently we have 603 Vouchers/Certificates and we have applied again for the remaining 42 Replacement Vouchers. A second HOPE VI application to HUD has been submitted

and we are awaiting word on this proposal. We are currently seeking private and other public funds to revitalize the John F. Kennedy Towers, a NYS Public Housing Project. All else remains the same.

2001: The Troy Housing Authority recently received 51 additional Fair Share Vouchers and is awaiting word on applications for 75 Mainstream vouchers and 144 Housing Choice vouchers. Efforts to leverage private or other public funds to create additional housing opportunities and acquire or build units or developments have not been as successful. Our recent HOPE VI application was denied by HUD and, despite our Housing Needs Assessment indicating a need for more affordable housing as well as a desire for us to integrate our properties more into the neighborhoods, we did face some community opposition to our plans to relocate some units.

- PHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve public housing management: (PHAS score) by at least 10%.
  - Improve voucher management: (SEMAP score) by at least 10%
  - Increase customer satisfaction: as indicated on proscribed surveys by promoting
    - a “we care” attitude toward our residents.
  - Concentrate on efforts to improve specific management functions: (e.g., centralization of management offices and/or technological interfacing of all departments and services while retaining sufficient site based support)
  - Renovate or modernize public housing units: Taylor Apts. (12-2) and others as needed
  - Demolish or dispose of obsolete public housing: Ahern Apts (NY12-3)
  - Provide replacement public housing: for all units taken out of service.
  - Provide replacement vouchers: when this is the most suitable option.
  - Other: (list below) Consistently maintain outstanding PHAS Scores (80+)

**REVIEW:**

**2004: THA 2002 PHAS Score of 89 represents steady improvement of PHAS scores in recent years (2001 score of 87, 2000 score of 80 and 1999 score of 76). THA SEMAP Score for period ending 12/31/02 of 88 represents improvement over score of 84 for period ending 12/31/01. Resident Satisfaction scores have consistently been 9 out of 10 for the past 4 years. Plans for renovation of Building 3 at Taylor Apartments are underway. All else remains the same.**

2003: Total PHAS score for 2001 are still being compiled as the Resident Satisfaction component (up to 10 points) is unavailable. With the sum of the Physical (28 of 30), Financial (26 of 30) and Management (27 of 30) components equaling 81, we believe that our total PHAS Score will be near 90. The most recent SEMAP Score (for period ending 12/31/2000) for the Troy Housing Authority was 92.

The Troy Housing Authority did receive the remaining 42 Replacement Vouchers relative to the Ahern demolition and an additional 161 Fair Share Vouchers bringing the total number of Vouchers/Certificates to 804. Plans for Taylor (replacement or renovation/modernize) are being reworked due to not receiving a HOPE VI award two years in a row. All else remains the same.

2002: PHAS and SEMAP scores unavailable for comparison purposes. 102 Replacement Vouchers have been received relative to units lost at Ahern Apartments and an application is presently being reviewed by HUD for the remaining 42. Progress in all other areas is continuing as planned.

2001: PHAS & SEMAP scores available from 1998 & 1999 are not comparable for analysis purposes and all 2000 scores are not yet available (including Resident Satisfaction Survey). “We Care” approach to residents has been initiated and is working well; centralization of management offices may have been possible with HOPE VI resources but is presently on hold. Technological interfacing is proceeding smoothly through the recent purchase of software that is presently being integrated into our operations. Renovation/modernization of Taylor Apartments (12-2) is on hold as Taylor was the subject of our HOPE VI revitalization proposal; work is continuing at several other sites (Grand Street, Fallon Apartments, Sweeney Apartments & Phelan Court). Ahern Apartments has been

demolished and replacement vouchers are being sought for the 144 units that occupied these buildings. PHAS Scores for 2000 not yet available.

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: conduct assessments to determine need or desire to convert.
  
- Other: (list below)  
In lieu of site based waiting lists, continue to offer prospective tenants 3 apartment choices which do not include sites they have already declined based on site location. This approach seems to offer the most flexibility while retaining an ability to address concentration and income mixing concerns.

#### **REVIEW:**

**2004: Current efforts have focused on voucher utilization, which continues to be difficult due to limited number of suitable apartments (especially for families with young children).**

**Collaborations continue with the City of Troy and other community agencies to increase the number of apartments deemed "lead safe." All else remains the same.**

2003: Increase in Voucher Payment Standard has had some positive impact on participants ability to locate suitable housing. Difficulties have surfaced for families of young children due to lead based paint requirements. Homeownership program remains in the planning stage. Landlord Outreach Program has been initiated with limited success. All else remains the same.

2002: Voucher Payment Standard has been increased for selected unit types. Homeownership program remains in the planning stage. Landlord Outreach Program being initiated. All else remains the same.

2001: Increasing voucher payment standard and implementing a homeownership program are presently being explored. Recent studies have indicated that a large proportion of public housing residents prefer public housing over voucher conversion. Voucher mobility counseling and landlord outreach have not yet been initiated. Three apartment choice approach has been working well but site based waiting list approach is being considered.

**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 and/or continue public housing security improvements.
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - Other: (list below): Explore starting a Good Tenant/Neighbor Training Program

**REVIEW:**

**2004: Concentration analysis has indicated that one covered development is below THA average income by \$8.01 (Taylor). This is attributed to the anticipated renovations that will be taking place at Taylor and we expect that our ability to attract families with higher incomes to Taylor Apartments is likely to improve when Building 3 is renovated. All else remains the same.**

2003: Concentration and Income mixing continues to be monitored. In addition to attracting higher income earners to lower income developments, efforts are underway to increase the incomes of existing residents. Background checking of both Public Housing and Section 8 applicants has been expanded to include State and Federal Law enforcement sources. Good Tenant/Neighbor Training Program is still in the process of being initiated.

2002: Concentration and Income mixing continue to be monitored. Background checking of both Public Housing and Section 8 applicants being expanded to include State and Federal Law enforcement sources. Good Tenant/Neighbor Training Program is in the process of being initiated.

2001: For the most part, family sites with income averages below THA overall average experienced an income average increase this year and family sites with income averages above THA overall average experienced an income average decrease this year. Notable exceptions were Grand Street, which experienced a 10.75% income average increase, and Phelan Court, which experienced a 9.22% income average decrease. Average incomes at both of our senior sites also leveled off over the past year and there is only a difference of \$63.48 between these two sites. Public housing security improvements are continuing and Good Tenant/Neighbor Training Program is still being explored.

**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: by at least 10%.
  - Provide or attract supportive services to improve assistance recipients' employability: transportation, day care, education, job training, etc. Includes an Employability Fair with reps from HVCC, EOC and other providers
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - Other: (list below)  
Assist in the development of a coordinated, citywide system of resources, services and activities that promote self-sufficiency and asset development.

**REVIEW:**

**2004: Percentage of households within our family sites reporting income from wages remains constant at 45%. New Supportive Services added include collaborations with Even Start, Head Start, Literacy Volunteers, Weed & Seed and the WIA One-Stop. Rensselaer County Health Department has begun providing health screening (BP monitoring) and flu shots at our senior sites. Efforts to establish city-wide network of resources continue, including collaborations on a Connected Kids database. All else remains the same.**

2003: Through new software we can now determine that 45% of our occupied households report any income from wages. We will continue to monitor this number. Affiliations with EOC, CEO, TRIP, RPI, City of Troy, Rensselaer County, Troy & Lansingburgh School District, Vanderheyden Hall, Sunnyside Center and others are improving self-sufficiency and asset development efforts. A Family Self-Sufficiency Plan has been approved by HUD and we recently hired a FSS Coordinator. Recruitment of families into the FSS Program is currently occurring.

2002: Software implementation is continuing, as expected. Affiliations with EOC, CEO, TRIP, RPI, City of Troy, Rensselaer County and others are improving self-sufficiency and asset development efforts. A Family Self Sufficiency Plan has been approved by HUD and we are awaiting word on funding of an FSS Coordinator.

2001: New software presently being installed will assist in our ability to track and compare employment data. Supportive services have been added at several sites including after school programs and Head Start Programs. Residents from several sites have been taken on tours of EOC facilities and EOC staff visited several sites. The housing authority is participating in coordination meetings led by city government regarding resources, services & activities that promote self-sufficiency. Supportive services for the elderly/disabled are still being explored.



**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: Provide all staff with sensitivity training so that they can effectively relate to all persons without regard to race, color, religion national origin, sex, familial status, sexual preferences and disability.

**REVIEW:**

**2004: Rehabilitation of Kennedy Towers is continuing. Other capital projects underway (apartment renovations and community space development and/or redesign) is being done with consideration being given to accessibility issues. All else remains the same.**

2003: The Troy Housing Authority is in the process of rehabilitating a NYS Public Housing Site to include all units that are handicapped accessible or adaptable. When completed this is expected to add approximately 150 such units to the THA portfolio. All else remains the same.

2002: All THA full time staff have attended diversity and sensitivity training. THA did not receive mainstream Section 8 vouchers but is continuing to explore ways to increase services to disabled. Transfer policies being amended to note that transfers for public safety reasons, as determined by PHA administration, will take precedence over new admissions. All else remains the same.

2001: Assisted housing through the Troy Housing Authority is offered to all without regard to race, color, religion national origin, sex, familial status, and disability. Our concentration analysis indicates that non-minorities have been attracted to sites with a higher percentage of minorities and minorities have been attracted to sites with a higher percentage of non-minorities. 75 Mainstream Section 8 vouchers are being sought so that we can provide additional rental assistance to persons with disabilities. A Staff Sensitivity Trainer is presently being sought and all staff will receive this training by the conclusion of 2001.

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

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

The Annual Plan for fiscal year 2004 for the Troy Housing Authority, which includes a review of the goals of our 5 year plan which was initiated on 01/01/00, as well as our Capital Improvements Plans, was developed based on existing housing authority operations and new HUD regulations. Input from residents, staff and community leaders about how the Troy Housing Authority can make improvements to better serve our residents and the community helped to guide the content of the materials where applicable.

The Troy Housing Authority continues to work towards achieving several goals outlined in our 5-Year Plan for 2000-2004. Specifically, we have leveraged substantial private and other public funds to revitalize Kennedy Towers; we have continued to make steady improvements in our PHAS & SEMAP Scores; we have increased voucher utilization; and we have continued services to promote self-sufficiency.

Our Capital Improvements Plan, which is incorporated in this submission, expresses our intent to maintain and improve our properties.

**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
- FY 2004 Capital Fund Program Annual Statement
- Implementation of Public Housing Resident Community Service Requirement
- 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
- Public Housing Drug Elimination Program (PHDEP) Plan
- Capital Fund Program Performance & Evaluation Reports:
  - ⊙ CFP 1999 Performance & Evaluation – Final Report
  - ⊙ CFP 2000 Performance & Evaluation Report for Quarter Ending 06/30/03
  - ⊙ CFP 2001 Performance & Evaluation Report for Quarter Ending 06/30/03
  - ⊙ CFP 2002 Performance & Evaluation Report for Quarter Ending 06/30/03
  - ⊙ CFP 2003 Performance & Evaluation Report for Quarter Ending 06/30/03
  - ⊙ CFP Replacement Reserves P & E Report for Quarter Ending 06/30/03
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
  - Community Comments
  - Section 8 Project Basing Plan for 2004
  - RASS 2002 Follow Up Plan

## Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan 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 (incorporated in PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations item # 6)	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 type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including	Annual Plan: Operations and Maintenance

**List of Supporting Documents Available for Review**

Applicable & On Display	Supporting Document	Applicable Plan Component
	cockroach infestation)	
<b>X</b>	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
<b>X</b>	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<b>X</b>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
<b>X</b>	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
<b>X</b>	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
<b>X</b>	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
<b>X</b> <b>Comp Grant Office</b>	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
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
<b>X</b> <b>REACT Offices</b>	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)	
<b>X</b> <b>CFO's Office</b>	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
	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	3,116	5	4	5	5	5	5
Income >30% but <=50% of AMI	1,958	5	4	5	4	5	5
Income >50% but <80% of AMI	3,451	4	4	4	4	4	4
Elderly	7,643	4	3	3	3	3	4
Families with Disabilities	2,556	4	4	4	4	4	4
Race/Ethnicity (black)	2,119	4	4	4	4	5	5
Race/Ethnicity (Asian)	571	3	4	4	4	5	5
Race/Ethnicity (Hispan)	280	4	4	4	4	5	5
Race/Ethnicity(Am.In.)	55	4	4	4	4	5	5
Race/Ethnicity (2 races+)	314	4	4	4	4	5	5
Race/Ethnicity (other)	312	4	4	4	4	5	5

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: 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset and others (1990 data) (Available 2000 Census data)
- American Housing Survey data. Indicate year:
- Other housing market study. Indicate year: 2000 THA – Housing Stock Analysis
- Other sources: (list and indicate year of information)  
City of Troy Community Profile 1999  
City of Troy Housing and Community Economic Development Study 1995

Table represents community in general, residents wanted it noted that THA apartments are of a better quality & better maintained than options available.

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

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

Housing Needs of Families on the Waiting List				
Waiting list type: (select one)				
<input type="checkbox"/> Section 8 tenant-based assistance				
<input checked="" type="checkbox"/> Public Housing (8/29/03)				
<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	Average # Days on Wait List	2001 Unit Turnover
Waiting list total	826		448	226
Extremely low income <=30% AMI	690	83.53%		
Very low income (>30% but <=50% AMI)	111	13.44%		
Low income (>50% but <80% AMI)	24	2.91%		
Families with children				
Elderly families				
Families with Disabilities	84	10.17%		
White	475	57.51%		
Black	335	40.56%		
Indian or Alaskan	10	01.21%		
Asian	6	00.73%		
Hispanic	127	15.38%		
Non-Hispanic	699	84.62%		
Characteristics by Bedroom Size				
0BR	4	00.48%	303	0
1BR	268	32.45%	471	38
2 BR	238	28.81%	307	123
3 BR	244	29.54%	434	54
4+ BR	72	08.72%	566	11



<b>Housing Needs of Families on the Waiting List</b>	
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)? (closed on 7/1/03)	
Does the PHA expect to reopen the list in the PHA Plan year?	
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (with new applications accepted by appointment only)	
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 (to address emergency housing needs)	

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance (8/29/03)			
<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	Average # Days of on Wait List
Waiting list total	1,084		487
Extremely low income <=30% AMI	930	85.79%	
Very low income (>30% but <=50% AMI)	128	11.81%	
Low income (>50% but <80% AMI)	24	02.21%	
Families w/children			
Elderly families			
Families w/disabilities	107	09.87%	
White	641	59.13%	
Black	428	39.48%	
Indian or Alaskan	12	01.11%	
Asian	3	00.28%	
Hispanic	172	15.87%	
Non-Hispanic	912	84.13%	
Bedroom Size			
0 BR	13	01.12%	641
1BR	339	31.27%	458
2 BR	383	35.33%	452

<b>Housing Needs of Families on the Waiting List</b>			
3 BR	198	18.27%	473
4+ BR	92	08.49%	411
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes: How long has it been closed (# of months)? (closed on 7/1/03)</p> <p>Does the PHA expect to reopen the list in the PHA Plan year?</p> <p><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (with new applications accepted by appointment only)</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed?</p> <p><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (to address emergency housing needs)</p>			

### **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 (as deemed appropriate)
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources (as deemed appropriate)
- 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; and/or by project basing some tenant based certificates.
- 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): Pursue project-basing some existing vouchers to address difficulties related to locating suitable rental units.

**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. Or at least identify same.
- 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 (pursue conversion of state designated near elderly or disabled housing to HUD designated or supported elderly, near elderly or disabled housing for NYS designated Kennedy Towers)

- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list): Use Section 8 Vouchers to Project-base units for the elderly.

**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)  
Explore developing more single floor, handicap adaptable apartments as public housing and/or through Project-basing of Section 8 vouchers.

**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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b> (based on 2003)	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund (-)	\$4,068,430	
b) Public Housing Capital Fund	1,998,800	
c) HOPE VI Revitalization		
d) HOPE VI Demolition (Ahern)		
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,067,597	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant (for Ahern site)		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b> (based on 2003)	<b>Planned Uses</b>
<b>3. Public Housing Dwelling Rental Income</b>	2,853,424	
<b>4. Other income</b> (list below)		
<b>5. Non-federal sources</b> (list below)		
Reserve Fund Interest	230,100	
<b>Total resources</b>	<b>\$14,218,351</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number):
- When families are within a certain time of being offered a unit: (state time): **Within 60 days of being offered a unit.**
- 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 - Tenant Relations Office at Taylor
- 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? 0

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? NA

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

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

- 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 (immediate priority)
- Overhoused – mandatory transfer\*
- Underhoused\*
- Medical justification\*
- Administrative reasons determined by the PHA (immediate priority)
- Resident choice: (state circumstances below)
- Other: Safety reasons determined by PHA Administration (immediate priority)

\* occurs at a time/date determined by PHA based on needs of housed family & families on the wait list

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) residing in a FMR apartment.

Other preferences: (select below)

- Working families and those unable to work because of age (65+) or disability not related to alcohol or other substance abuse
- Veterans/Current Military Service Personnel and their families
- Residents who live and/or work in the jurisdiction (as specified in ranking)
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes

Other preference(s) (list below)

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

#### Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (50% of Income in a FMR setting).

Other preferences (select all that apply)

- 1\* Working families and those unable to work because of age (65+) or disability not related to alcohol or other substance abuse**
- 1\* Veterans/Current Military Service Personnel and their families**
- 1\* Applicants who live in Troy, New York (including applicants temporarily placed outside the city, through no fault of their own, by Rensselaer County Department of Social Services whose last permanent address was within the City of Troy, New York).**
- Applicants who work in Troy, New York
- Applicants who live in New York State Capital Area Counties
- 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)

3. 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): The PHA's resident lease informational video.

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

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

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments 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, & 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 & drug-related activity (list factors below)
- Other (list below)

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

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

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

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

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

We are currently exploring how we handle this information; presently we do not share it with prospective landlords.

**(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  
Section 8 and Tenant Selection Office at Taylor Apartments
- 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: Expressed difficulty in locating a suitable 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) residing in a FMR apartment.

Other preferences: (select below)

- Working families and those unable to work because of age (65+) or disability not related to alcohol or other substance abuse
- Veterans/Current Military Service Personnel and their families
- Residents who live and/or work in the jurisdiction (as specified in ranking)
- 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. 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 each number more than once, etc.

Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (50% of Income in a FMR setting).

Other preferences (select all that apply)

- 1\* Working families and those unable to work because of age (65+) or disability not related to alcohol or other substance abuse**
- 1\* Veterans/Current Military Service Personnel and their families**
- Applicants who work in Troy, New York
- 1\* Applicants who live in Troy, New York (including applicants temporarily placed outside the city, through no fault of their own, by Rensselaer County Department of Social Services whose last permanent address was within the City of Troy, New York).**
- Applicants who live in New York State Capital Area Counties

- 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)

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) On file at subcontracting agencies offices (Joseph’s House, YWCA & Unity House)

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

- Through published notices
- Other (list) Current Special Purpose Section 8 Programs are subcontracted to local agencies that handle all aspects of the programs (including marketing).

**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?

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

Established Flat Rents are presently under review and will be adjusted during 2004 after completion of a Rent Reasonableness Study of each unit type in each development. The current (2003) Flat Rents are as follows:



Studio Apartment .....	\$309	Three Bedroom.....	\$552
One Bedroom .....	\$414	Four Bedroom .....	\$619
Two Bedroom .....	\$442	Five Bedroom .....	\$711

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 (100% first year, 50% second year)
- 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 non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
- Never
  - At family option
  - Any time the family experiences an income increase, decrease or source change (notification must be within 10 days of change occurring)
  - 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): **Existing Flat Rents based on 1999 FMR, 95% Rent & Costs + Debt Service. Rent Reasonableness Study will result in new Flat Rents in 2004.**

**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, for units of three or more bedrooms
  - 100% of FMR, for units of 2 bedrooms or less
  - 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): Availability of suitable apartments based on payment and Rent Reasonableness Study.

## **(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: Included with the attachment.

### 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	1,273	250
Section 8 Vouchers	804	150
Section 8 Certificates		
Section 8 Mod Rehab	30 (YWCA)	
Special Purpose Section 8 Certificates/Vouchers (list individually)	40 (NSA-1) 80 (NSA-2) 99 (Burns)	2 (NSA-1) 4 (NSA-2) 20 (Burns)
Public Housing Drug Elimination Program (PHDEP)	NA	NA
Other Federal Programs(list individually)	11 (Shelter+Care-1) 26 (Shelter+Care-2) 25 (Shelter+Care-3)	4 (S+C-1) 8 (S+C-2) 8 (S+C-3)

### 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: THA Maintenance Plan
- (2) Section 8 Management: THA Section 8 Administrative Plan

## 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

### A. Public Housing

1.  Yes  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: THA Tenant Relations Office

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

**A. Capital Fund Activities**

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

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

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name): **CFP Annual Statement Parts I, II & III**

-or-

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

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

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name): **Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

-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
- Demolition Plan approved, revitalization/replacement application planned.

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

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:  
John F. Kennedy Towers NYS-126 (NYS Public Housing)

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:

The revitalization of a 265 unit NYS Public Housing Facility, the John F. Kennedy Towers, is currently being planned. It is anticipated that the end product will have fewer units (approximately 150) that are larger and handicapped accessible/adaptable units.

## **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.) - demolition of Ahern completed in 2000; demolition/disposition plans for Taylor 1, 2 & 3 cannot be made unless replacement units are approved.

### 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.) See CGP Physical Needs Assessment form relative to Ahern Apartments.

<b>Demolition/Disposition Activity Description</b>
--

1a. Development name:
-----------------------

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

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities** [24 CFR Part 903.7 9 (i)]

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

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

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

**Designation of Public Housing Activity Description**



1a. Development name: Edward A. Kane Apartments 1b. Development (project) number: NY012-008
2. Designation type: Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/>
4. Date this designation approved, submitted, or <b>planned</b> for submission: planned *
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Previously-approved Designation Plan?
6. Number of units affected: 60 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Conway Courts Apartments 1b. Development (project) number: NY012-011
2. Designation type: Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/>
4. Date this designation approved, submitted, or <b>planned</b> for submission: planned *
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Previously-approved Designation Plan?
7. Number of units affected: 41 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**\* Once designation is completed the Troy Housing Authority intends to apply to HUD for funding for Senior Service Coordinator(s) for these buildings.**

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

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
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**

The Troy Housing Authority has nine developments that are the subject the Required Initial Assessments Final Rule (NY12-001 NY12-002 NY12-003 NY12 -004N NY12-004S NY12-006 NY12-007 NY12-009 NY12-010 NY12-011) and two developments planned to be designated for the elderly (NY12-008 and NY12-011). Based on assessments of all covered developments the housing authority has determined that voluntary conversion is presently not appropriate for any of these sites. This determination has been made based on the anticipated expense of conversion as well as the negative impact that conversion could have on the availability of affordable housing in our community.

**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**

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

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

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

**We are still reviewing the Final Rule issued 09/12/00 to determine if and how we will administer a Section 8 Homeownership Program.**

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

**We are still reviewing the Final Rule issued 09/12/00 to determine if and how we will administer a Section 8 Homeownership Program.**

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:

**We are still reviewing the Final Rule issued 09/12/00 to determine if and how we will administer a Section 8 Homeownership Program.**

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

[24 CFR Part 903.7 9 (l)]

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

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

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? DD/MM/YY

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 2001 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	50 – in our optional program	Presently recruiting families

- 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:

THA FSS Action Plan approved by HUD last year is in the process of being implemented. Our recently hired FSS Program Coordinator has been oriented to the position and is in the process of recruiting families.

### C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
  - Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on admission and reexamination
  - Actively notifying residents of new policy at times in addition to admission and reexamination.
  - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
  - Establishing a protocol for exchange of information with all appropriate TANF agencies
  - Other: (list below)

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

Arnold E. Fallon Apartments  
 John P. Taylor Apartments  
 Griswold Heights

**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)

All THA developments benefit from the above referenced activities.

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

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

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



- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below): THA employs own Peace Officers

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

All THA developments benefit from the above referenced activities.

**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 2001 in this PHA Plan?
- Yes  No: The PHDEP Plan is an Attachment.

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**RESIDENTIAL DWELLING LEASE RIDER**

**PET POLICY**

Pursuant with U.S. Department of Housing and Urban Development, 24 CFR Part 960, Final Rule “Pet Ownership in Public Housing,” regulations allow pet ownership in public housing projects. The Troy Housing Authority hereby establishes the following reasonable rules for keeping/owning pets in public housing projects.

- 1) Tenants may be permitted to have a common household pet suitable for occupancy in settings with many residents sharing common open areas.
- 2) A common household pet suitable for such settings is defined as a bird, fish or other small animal that is kept in the home, in a cage or tank, for pleasure rather than commercial purposes.
- 3) A maximum of two birds and/or other small animals (hamsters, gerbils, ...) will be allowed per apartment. These animals must be kept caged at all times and an aquarium shall not exceed 15 gallons and must be placed on a stable base.
- 4) All pets must be registered with the Management Office before being brought to reside on the premises and registration must be updated annually. Registration must include the name, address, telephone number and signed

statement from a responsible party that will care for the pet if the owner dies, is incapacitated or otherwise unable to care for the pet.

- 5) Pet waste disposal is the responsibility of the pet owner. Pet wastes are not to be left in any common public area (including grounds). Pet wastes are to be placed in a plastic bag, tied tightly, and deposited in the appropriate receptacle (cage liners are to be completely changed at least weekly, fish tank water is to be regularly filtered or changed at least weekly).
- 6) Extermination of any animal related pests is the responsibility of the pet owner.
- 7) Pet owners must comply with all applicable state/local laws governing the care and handling of pets and take necessary steps to control any noise caused by the pet.
- 8) Any pet that is continually making noise or otherwise disturbing to other residents must be permanently removed from the premises.
- 9) Residents who own pets will be responsible for expenses incurred as a result of the pet. This may include, but not be limited to, apartment fumigation, the cost of repairs or replacements of damaged property, the cost of removal or disposition of the pet if necessary.
- 10) Any pet determined to constitute a nuisance or threat to the health or safety of other residents shall be removed by the appropriate community authority at the expense of the resident.
- 11) Leases of all project residents shall incorporate, by reference, the pet rules.
- 12) Violation of these rules may be grounds for removal of the pet or termination of the pet-owners tenancy, or both, in accordance with applicable regulations.

13) CONTENT APPROVED: \_\_\_\_\_  
Kevin G. O’Haire, Esq.  
Troy Housing Authority Attorney

\_\_\_\_\_  
TENANT RELATIONS ASSISTANT

\_\_\_\_\_  
TENANT

\_\_\_\_\_  
DATE

~~~~~ END OF PET POLICY DOCUMENT ~~~~~

## **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? NA  
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) NY012-a12 (Resident Comments)
  - Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary. **Comments related to how plan would be implemented and RAB recommendations will be incorporated into implementation processes.**
  - The PHA changed portions of the PHA Plan in response to comments  
List changes below:
  - Other: (list below)

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

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

THA Board of Commissioners actually has 2 elected Resident representatives who serve two year terms of office from 10/01/even years – 09/30/even years.

- 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) Candidates producing petitions with 50 eligible signatures by end of July in an election year.
- b. Eligible candidates: (select one)
- Any recipient of PHA assistance
  - Any head of household receiving PHA assistance
  - Any adult recipient of PHA assistance (public housing only, not Section 8)
  - 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)
- Representatives of all PHA resident and assisted family organizations
- Other (list) all residents of THA public housing over age 18 as long as they occupied an apartment by 05/01 in an election year.

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

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

1. Consolidated Plan jurisdiction: (provide name here): Troy, New York
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: (describe below)

Identifying housing needs in the HOUSING AND COMMUNITY DEVELOPMENT STRATEGY section of this document.

### **D. Other Information Required by HUD**

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

## **Attachments**

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

Attached are the following materials:

- ⊙ Deconcentration and Income Mixing Table
- ⊙ CFP 2004 Plan – how we plan to spend the \$2 million we project that we will receive
- ⊙ Community Services Plan
- ⊙ Troy Housing Authority Management Structure
- ⊙ CFP Five- year Plan – items that we anticipate working on over the next five years
- ⊙ CFP 1999 Performance & Evaluation – Final Report
- ⊙ CFP 2000 Performance & Evaluation Report for Quarter Ending 06/30/03
- ⊙ CFP 2001 Performance & Evaluation Report for Quarter Ending 06/30/03
- ⊙ CFP 2002 Performance & Evaluation Report for Quarter Ending 06/30/03
- ⊙ CFP 2003 Performance & Evaluation Report for Quarter Ending 06/30/03
- ⊙ CFP Replacement Reserves Performance & Evaluation Report for Quarter Ending 06/30/03
- ⊙ 2004 Agency Plan Resident Advisory Council Meeting Notes
- ⊙ 2004 Agency Plan Public Comment Meeting Notes
- ⊙ Section 8 Project Basing Plan for 2004
- ⊙ RASS 2002 Follow Up Plan







## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

|                                                     |                                                                                                               |                              |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------|------------------------------|
| PHA Name: Troy Housing Authority (2003 Agency Plan) | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250104<br>Replacement Housing Factor Grant No: | Federal FY of Grant:<br>2004 |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------|------------------------------|

Original Annual Statement (Projection for 2004 based Previous Funding)   
  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                                           | <b>100,000</b>       |         |                   |          |
| 3        | 1408 Management Improvements                              | <b>10,000</b>        |         |                   |          |
| 4        | 1410 Administration                                       | <b>200,000</b>       |         |                   |          |
| 5        | 1411 Audit                                                |                      |         |                   |          |
| 6        | 1415 Liquidated Damages                                   |                      |         |                   |          |
| 7        | 1430 Fees and Costs                                       | <b>91,040</b>        |         |                   |          |
| 8        | 1440 Site Acquisition                                     |                      |         |                   |          |
| 9        | 1450 Site Improvement                                     | <b>1,010,000</b>     |         |                   |          |
| 10       | 1460 Dwelling Structures                                  |                      |         |                   |          |
| 11       | 1465.1 Dwelling Equipment—Nonexpendable                   | <b>18,000</b>        |         |                   |          |
| 12       | 1470 Nondwelling Structures                               | <b>110,000</b>       |         |                   |          |
| 13       | 1475 Nondwelling Equipment                                |                      |         |                   |          |
| 14       | 1485 Demolition                                           |                      |         |                   |          |
| 15       | 1490 Replacement Reserve                                  | <b>460,960</b>       |         |                   |          |
| 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)             | <b>2,000,000</b>     |         |                   |          |
| 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: Troy Housing Authority (2003 Agency Plan) |                                                                                                                                            | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250104<br>Replacement Housing Factor Grant No: |          |                      | Federal FY of Grant: 2004 |                   |          |                   |
|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------------------------|-------------------|----------|-------------------|
| Development #<br>Name/HA-Wide<br>Activities         | General Description of Major Work<br>Categories                                                                                            | Dev. Acct<br>No.                                                                                              | Quantity | Total Estimated Cost |                           | Total Actual Cost |          | Status of<br>Work |
|                                                     |                                                                                                                                            |                                                                                                               |          | Original             | Revised                   | Obligated         | Expended |                   |
| PHA-Wide<br>THA                                     | Tenant Services and Youth Programs                                                                                                         | 1406                                                                                                          |          | 100,000              |                           |                   |          |                   |
|                                                     | <b>TOTAL OPERATIONS</b>                                                                                                                    | <b>1406</b>                                                                                                   |          | <b>100,000</b>       |                           |                   |          |                   |
| PHA-Wide<br>THA                                     | Environmental Review and Energy Audit                                                                                                      | 1408                                                                                                          |          | 10,000               |                           |                   |          |                   |
|                                                     | <b>TOTAL MGMT. IMPROVEMENTS</b>                                                                                                            | <b>1408</b>                                                                                                   |          | <b>10,000</b>        |                           |                   |          |                   |
| PHA-Wide<br>THA                                     | ADMINISTRATION<br>Capital Fund Dept. Salaries & Benefits                                                                                   | 1410                                                                                                          |          | 200,000              |                           |                   |          |                   |
|                                                     | <b>TOTAL ADMINISTRATION</b>                                                                                                                | <b>1410</b>                                                                                                   |          | <b>200,000</b>       |                           |                   |          |                   |
| NY12-6<br>Phelan Apts.                              | FEES & COSTS - A&E<br>Including, but not limited to, laundry facility<br>construction/expansion                                            | 1430                                                                                                          |          | 8,800                |                           |                   |          |                   |
| NY12-7<br>MLK Apts.                                 | FEES & COSTS - A&E<br>Including, but not limited to, grounds<br>improvements, landscaping, play areas,<br>parking, exterior painting, etc. | 1430                                                                                                          |          | 36,800               |                           |                   |          |                   |
| NY12-8<br>Kane Apts.                                | FEES & COSTS - A&E<br>Including, but not limited to,<br>converting Domestic Hot Water from<br>Electric to Gas Powered                      | 1430                                                                                                          |          | 1,440                |                           |                   |          |                   |
| NY12-9<br>Grand St. Apts.                           | FEES & COSTS - A&E<br>Including, but not limited to,<br>grounds improvements, landscaping,<br>parking areas, exterior painting, etc.       | 1430                                                                                                          |          | 44,000               |                           |                   |          |                   |
|                                                     | <b>SUBTOTAL FEES &amp; COSTS</b>                                                                                                           | <b>1430</b>                                                                                                   |          | <b>91,040</b>        |                           |                   |          |                   |

## Annual Statement/Performance and Evaluation Report

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

#### Part II: Supporting Pages

| PHA Name: Troy Housing Authority (2003 Agency Plan) |                                                                                                                                     | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250104<br>Replacement Housing Factor Grant No: |          |                      | Federal FY of Grant: 2004 |                   |          |                   |
|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------------------------|-------------------|----------|-------------------|
| Development #<br>Name/HA-Wide<br>Activities         | General Description of Major Work<br>Categories                                                                                     | Dev. Acct<br>No.                                                                                              | Quantity | Total Estimated Cost |                           | Total Actual Cost |          | Status of<br>Work |
|                                                     |                                                                                                                                     |                                                                                                               |          | Original             | Revised                   | Obligated         | Expended |                   |
| NY12-7<br>MLK Apts.                                 | SITE IMPROVEMENT<br>Including, but not limited to,<br>grounds improvements, landscaping, play<br>areas, parking and other site work | 1450                                                                                                          |          | 460,000              |                           |                   |          |                   |
| NY12-9<br>Grand St. Apts.                           | SITE IMPROVEMENT<br>Including, but not limited to,<br>grounds improvements, landscaping,<br>parking areas, exterior painting, etc.  | 1450                                                                                                          |          | 550,000              |                           |                   |          |                   |
|                                                     | <b>SUBTOTAL SITE IMPROVEMENTS</b>                                                                                                   | <b>1450</b>                                                                                                   |          | <b>1,010,000</b>     |                           |                   |          |                   |
| NY12-8<br>Kane Apts.                                | DWELLING EQUIPMENT<br>Including, but not limited to,<br>converting Domestic Hot Water from<br>Electric to Gas Powered               | 1465.1                                                                                                        |          | 18,000               |                           |                   |          |                   |
|                                                     | <b>SUBTOTAL DWELLING EQUIPMENT<br/>– NONEXPENDIBLE</b>                                                                              | <b>1465.1</b>                                                                                                 |          | <b>18,000</b>        |                           |                   |          |                   |
| NY12-6<br>Phelan Apts.                              | NON-DWELLING STRUCTURES<br>Including, but not limited to construction or<br>expansion of a laundry facility                         | 1470                                                                                                          |          | 110,000              |                           |                   |          |                   |
|                                                     | <b>SUBTOTAL NON-DWELLING<br/>STRUCTURES</b>                                                                                         | <b>1470</b>                                                                                                   |          | <b>110,000</b>       |                           |                   |          |                   |
| NY12-2<br>Taylor Apts.                              | REPLACEMENT RESERVE                                                                                                                 | 1490                                                                                                          |          | 460,000              |                           |                   |          |                   |
|                                                     | <b>TOTAL REPLACEMENT RESERVE</b>                                                                                                    | <b>1490</b>                                                                                                   |          | <b>460,000</b>       |                           |                   |          |                   |

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

| PHA Name: Troy Housing Authority (2003 Agency Plan) |                                              | Grant Type and Number<br>Capital Fund Program No: NY06P01250104<br>Replacement Housing Factor No: |        |                                             |         | Federal FY of Grant: 2004 |                                  |
|-----------------------------------------------------|----------------------------------------------|---------------------------------------------------------------------------------------------------|--------|---------------------------------------------|---------|---------------------------|----------------------------------|
| Development Number<br>Name/HA-Wide<br>Activities    | All Funds Obligated<br>(Quarter Ending Date) |                                                                                                   |        | All Funds Expended<br>(Quarter Ending Date) |         |                           | Reasons for Revised Target Dates |
|                                                     | Original                                     | Revised                                                                                           | Actual | Original                                    | Revised | Actual                    |                                  |
| PHA-Wide<br>Troy Housing Authority                  | 06/30/06                                     |                                                                                                   |        | 06/30/08                                    |         |                           |                                  |
| NY12-6<br>Phelan Apts.                              | 06/30/06                                     |                                                                                                   |        | 06/30/08                                    |         |                           |                                  |
| NY12-7<br>MLK Apts.                                 | 06/30/06                                     |                                                                                                   |        | 06/30/08                                    |         |                           |                                  |
| NY12-8<br>Kane Apts.                                | 06/30/06                                     |                                                                                                   |        | 06/30/08                                    |         |                           |                                  |
| NY12-9<br>Grand St. Apts.                           | 06/30/06                                     |                                                                                                   |        | 06/30/08                                    |         |                           |                                  |
|                                                     |                                              |                                                                                                   |        |                                             |         |                           |                                  |
|                                                     |                                              |                                                                                                   |        |                                             |         |                           |                                  |
|                                                     |                                              |                                                                                                   |        |                                             |         |                           |                                  |
|                                                     |                                              |                                                                                                   |        |                                             |         |                           |                                  |
|                                                     |                                              |                                                                                                   |        |                                             |         |                           |                                  |
|                                                     |                                              |                                                                                                   |        |                                             |         |                           |                                  |
|                                                     |                                              |                                                                                                   |        |                                             |         |                           |                                  |
|                                                     |                                              |                                                                                                   |        |                                             |         |                           |                                  |
|                                                     |                                              |                                                                                                   |        |                                             |         |                           |                                  |

**POLICY REGARDING  
COMMUNITY SERVICE/SELF SUFFICIENCY WORK REQUIREMENTS  
FOR RESIDENTS OF THE TROY HOUSING AUTHORITY**

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**BACKGROUND**

- I. Beginning January 1, 2001, or as soon thereafter as the final rule is implemented by the U.S. Department of Housing and Urban Development (HUD), residents of the Troy Housing Authority must comply with recently enacted Community Service or Self Sufficiency Work Activities requirements established as part of the Quality Housing and Work Responsibility Act. Under these guidelines all adult residents of public housing, except for exempt individuals, must:
  - A. Contribute 8 hours per month of community service (not including political activities); or
  - B. Participate in an economic self-sufficiency program for 8 hours per month; or
  - C. Perform 8 hours per month of combined activities as described in paragraphs (a)(1) and (a)(2) of this section.
- II. **Community Service** is defined as “the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community service is not employment and may not include political activities.”
- III. **Economic self-sufficiency program** is defined as “any program designed to encourage, assist, train, or facilitate the economic independence of HUD-assisted families or to provide work for such families. These programs include programs for job training, employment counseling, work placement, basic skills training, education, English proficiency, workfare, financial or household management, apprenticeship, and any program necessary to ready participant for work (including a substance abuse or mental health treatment program), or other work activities.”

IV. **Exempt individual** is defined as an adult who meets any one of the following criteria:

- A. Is 62 years or older;
- B. (i) Is a blind or disabled individual, as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c), & who certifies because of this disability she /he is unable to comply with the service provisions of this subpart,
  - 1. "disability" means an inability to engage in substantial gainful activity by reason of a medically determinable physical or mental impairment which can be expected to result in death or has lasted or is expected to last a continuous period of not less than 12 months. Blindness means central visual acuity of 20/200 or less in the better eye with a correcting lens. An eye with a limited field of vision such that the widest diameter of the visual field subtends an angle no greater than 20 degrees shall be considered having a central visual acuity of 20/200 or less." [216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c)], or
- C. Is a primary caretaker of such individual;
- D. Is engaged in work activities;
  - 1. **WORK ACTIVITIES** means:
    - a) unsubsidized employment;
    - b) subsidized private sector employment;
    - c) subsidized public sector employment;
    - d) work experience (including work associated with the refurbishing of publicly assisted housing) if sufficient private sector employment is not available;
    - e) on-the-job training;
    - f) job search and job readiness assistance;
    - g) community service programs;
    - h) vocational educational training (not to exceed 12 months for any individual);
    - i) job skills training directly related to employment;
    - j) education related to employment, in the case of a recipient who has not received a high school diploma or certificate of high school equivalency;
    - k) satisfactory attendance at secondary school or in a course of study leading to a certificate of general equivalence, in the case of a recipient who has not completed secondary school or received such a certificate; and
    - l) the provision of child care services to an individual who is participating in a community service program.
- E. Meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State, including a State-administered welfare-to-work program; or
- F. Is a member of a family receiving assistance, benefits or services under a State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such a program.

## IMPLEMENTATION

- I. Beginning on January 01, 2001, or as soon thereafter as the final rule is implemented by the U.S. Department of Housing and Urban Development (HUD), the Community Service or Self Sufficiency Work Activities requirements established as part of the Quality Housing and Work Responsibility Act will become incorporated into the lease for all residents of the Troy Housing Authority.
  - A. Current residents will receive written notification of these new requirements and all new applicants for public housing will be advised of these requirements at the time of application.
  - B. At the time of lease renewal, or initial lease-up for new residents, all adults listed on the lease will be required to provide evidence of exemption from the Community Service or Self Sufficiency Work Activities requirements (if applicable).
  - C. All adult residents will be further required to immediately notify the Troy Housing Authority of any changes in their status (exempt or non-exempt) regarding these requirements.
  - D. Those adult residents who do not provide proof of exemption, or who become non-exempt at a later date, will be expected to make arrangements to abide by the Community Service or Self Sufficiency Work Activities requirements.
    1. Non-exempt residents will be provided with a listing of local organizations that may be able to assist them in meeting these requirements.
      - a) Community Service Organizations will include, but not be limited to:
        - (1) REACT – the Resident Empowered Action Council of Troy.
        - (2) The Volunteer Connection.
        - (3) The Salvation Army.
        - (4) The United Way.
        - (5) The Commission on Economic Opportunity.
        - (6) Unity House.
      - b) Self Sufficiency Organizations will include, but not be limited to:
        - (1) The Educational Opportunity Center.
        - (2) The Troy City School District.
        - (3) The Commission on Economic Opportunity.
        - (4) Hudson Valley Community College.
        - (5) Bryant & Stratton Institute – A Career College.
    2. Non-exempt residents will also be advised of the need for the Troy Housing Authority to receive written proof of compliance with these requirements from an independent third party on an annual basis as part of re-certification.

II. Within thirty days of the end of the twelve month lease term, the Troy Housing Authority will review compliance by all adult residents with these requirements, which will include verification of completion of qualifying activities from independent third parties.

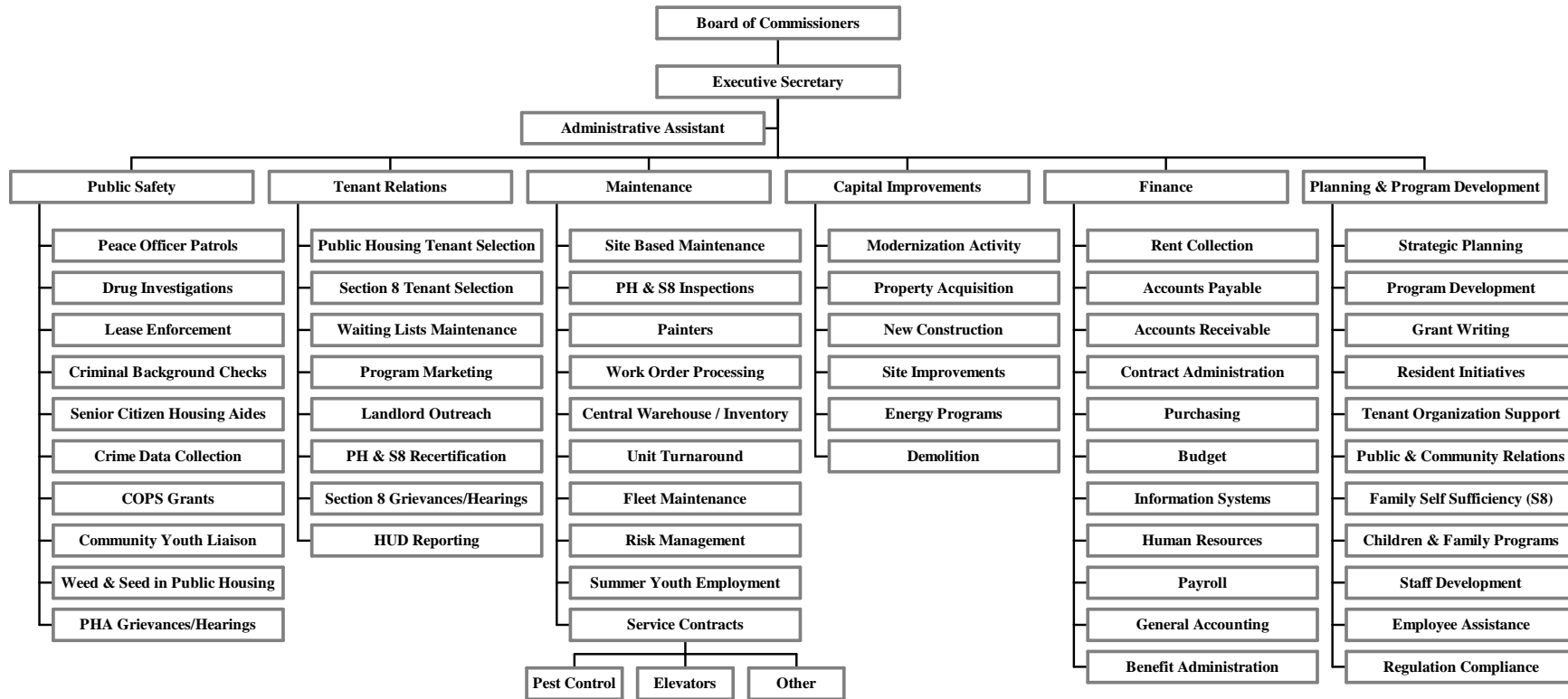
A. Adult residents found to be out of compliance will be notified in writing of the non-compliance by the housing authority. They will be advised that the Troy Housing Authority will not renew their lease unless they provide one of the following:

1. A written plan to cure the non-compliance that the housing authority will agree and the resident will comply with.
2. Written documentation indicating that the non-compliant resident no longer resides in the unit.
3. Residents will be further be advised that serious or repeated failure of a family member to comply with the service requirement provisions is grounds for non-renewal of the lease and termination of tenancy at the end of the twelve month lease term.
4. Residents may request a grievance hearing on the Troy Housing Authority determination, and they may exercise any available judicial remedy to seek timely redress for the housing authority's non-renewal of the lease because of such determination.

III. In implementing the service requirement under this subpart, the Troy Housing Authority may not substitute community service or self-sufficiency activities performed by residents for work ordinarily performed by PHA employees, or replace a job at any location where residents perform activities to satisfy the service requirement.



# TROY HOUSING AUTHORITY MANAGEMENT STRUCTURE (ny012a04)



## DESCRIPTION

The Troy Housing Authority is governed by a Board of Commissioners and utilizes a centralized (as opposed to site-based) management structure. All operations are clustered under major departments for all developments. All departments work under the direction of the Executive Secretary who reports directly to the Board of Commissioners.

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

| PHA Name Troy Housing Authority      |                         | FY2004<br>Five Year Action Plan                             |                                                         | <input checked="" type="checkbox"/> Original 5-Year Plan<br><input type="checkbox"/> Revision No: |                                                         |
|--------------------------------------|-------------------------|-------------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------------------------------------------------|---------------------------------------------------------|
| Development Number/Name/HA-Wide      | Year 1 Annual Statement | Work Statement for Year 2<br>FFY Grant:<br>PHA FY: 2005     | Work Statement for Year 3<br>FFY Grant:<br>PHA FY: 2006 | Work Statement for Year 4<br>FFY Grant:<br>PHA FY: 2007                                           | Work Statement for Year 5<br>FFY Grant:<br>PHA FY: 2008 |
|                                      | See Annual Statement    |                                                             |                                                         |                                                                                                   |                                                         |
| PHA Wide Operations                  |                         | Tenant and Youth Services                                   | Tenant and Youth Services                               | Tenant and Youth Services                                                                         | Tenant and Youth Services                               |
| PHA Wide Mgmt. Improvements          |                         | Repair, Replace Install Smoke & Carbon Monoxide Detectors   | Cost/Benefit Analysis Re: Individualized Meters         |                                                                                                   |                                                         |
| PHA Wide Administration              |                         | Capital Fund Department Salaries & Benefits                 | Capital Fund Department Salaries & Benefits             | Capital Fund Department Salaries & Benefits                                                       | Capital Fund Department Salaries & Benefits             |
| NY06P012001<br>Corliss Park Apts     |                         |                                                             | Replace Brick Veneer                                    | Replace Brick Veneer                                                                              | New Windows for Apartments – Phase I                    |
| NY06P012002<br>John P. Taylor Apt.   |                         | Replacement Reserves for Buildings 1 & 2                    | Replacement Reserves for Buildings 1 & 2                | Replacement Reserves for Buildings 1 & 2                                                          | New Windows, Sills and Roof – Building 4                |
| NY06P012004N<br>Fallon Apts          |                         | Insulate and Resurface Exterior Block Walls                 |                                                         |                                                                                                   |                                                         |
| NY06P012004S<br>Sweeney Apts         |                         |                                                             |                                                         |                                                                                                   |                                                         |
| NY06P012006<br>Mrg. W. Phelan Apts   |                         | Replace Brick Veneer                                        |                                                         |                                                                                                   |                                                         |
| NY06P012007<br>Martin L. King Apts.  |                         | Repair/Replace Storm Doors                                  |                                                         |                                                                                                   |                                                         |
| NY06P012008<br>Kane Apts.            |                         |                                                             | Replacement of 25 year old kitchen cabinets.            | Exterior Paint and Repoint Existing Brick Surfaces                                                | Replace 25 year old electric ranges                     |
| NY06P012009<br>Grand Street          |                         | Exterior Paint and Repoint Existing Brick and Wood Surfaces |                                                         |                                                                                                   |                                                         |
| NY06P0120011<br>Conway Court         |                         |                                                             |                                                         |                                                                                                   |                                                         |
| NY06P0120012<br>Griswold Hghts Apts  |                         |                                                             |                                                         |                                                                                                   | Heating System Modifications                            |
| NY06P0120012<br>Griswold Hghts Apts  |                         |                                                             |                                                         |                                                                                                   | Exterior Railings & Window Shutters                     |
| NY06P0120012<br>Griswold Hghts Apts  |                         |                                                             |                                                         |                                                                                                   | Grounds Improvements                                    |
| CFP Funds Listed for 5-year planning |                         | \$2,100,000                                                 | \$2,205,000                                             | \$2,315,250                                                                                       | \$2,431,012                                             |
| Replacement Housing Factor Funds     |                         |                                                             |                                                         |                                                                                                   |                                                         |



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

| Activities for Year: 4<br>FFY Grant:<br>PHA FY: 2007 |                         |                    | Activities for Year: 5<br>FFY Grant:<br>PHA FY: 2008 |                         |                    |
|------------------------------------------------------|-------------------------|--------------------|------------------------------------------------------|-------------------------|--------------------|
| Development Name/Number                              | Major Work Categories   | Estimated Cost     | Development Name/Number                              | Major Work Categories   | Estimated Cost     |
| PHA Wide Operations                                  | OPERATIONS              | 109,000            | PHA Wide Operations                                  | OPERATIONS              | 112,500            |
| PHA Wide Mgmt. Improvements                          | MANAGEMENT IMPROVEMENTS |                    | PHA Wide Mgmt. Improvements                          | MANAGEMENT IMPROVEMENTS |                    |
| PHA Wide Administration                              | ADMINISTRATION          | 218,000            | PHA Wide Administration                              | ADMINISTRATION          | 225,000            |
| NY06P012001 Corliss Park Apts                        | DWELLING STRUCTURE      | 1,355,172          | NY06P012001 Corliss Park Apts                        | DWELLING STRUCTURE      | 136,202            |
| NY06P012002 John P. Taylor Apt.                      | REPLACEMENT RESERVES    | 428,986            | NY06P012002 John P. Taylor Apt.                      | DWELLING STRUCTURE      | 410,000            |
| NY06P012004N Fallon Apts                             |                         |                    | NY06P012004N Fallon Apts                             |                         |                    |
| NY06P012004S Sweeney Apts                            |                         |                    | NY06P012004S Sweeney Apts                            |                         |                    |
| NY06P012006 Mrg. W. Phelan Apts                      |                         |                    | NY06P012006 Mrg. W. Phelan Apts                      |                         |                    |
| NY06P012007 Martin L. King Apts.                     |                         |                    | NY06P012007 Martin L. King Apts.                     |                         |                    |
| NY06P012008 Kane Apts.                               | DWELLING STRUCTURE      | 204,092            | NY06P012008 Kane Apts.                               | DWELLING EQUIPMENT      | 13,011             |
| NY06P012009 Grand Street                             |                         |                    | NY06P012009 Grand Street                             |                         |                    |
| NY06P0120011 Conway Court                            |                         |                    | NY06P0120011 Conway Court                            |                         |                    |
| NY06P0120012 Griswold Hghts Apts                     |                         |                    | NY06P0120012 Griswold Hghts Apts                     | DWELLING EQUIPMENT      | 1,275,000          |
|                                                      |                         |                    |                                                      | DWELLING STRUCTURES     | 152,151            |
|                                                      |                         |                    |                                                      | SITE IMPROVEMENTS       | 107,148            |
| <b>Total CFP Estimated Cost</b>                      |                         | <b>\$2,315,250</b> |                                                      |                         | <b>\$2,431,012</b> |

All subject to change based on allocations received. Administration (1410) costs (Capital Grant Program Salaries and Benefits) to be drawn from above figures if necessary due to size of allocation.

## CAPITAL FUND PROGRAM TABLES START HERE

| <b>Annual Statement/Performance and Evaluation Report</b>                                                                                                                                                                                                      |                                                           |                                                                                                             |           |                   |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----------|-------------------|------------------------------|
| <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>                                                                                                                                                   |                                                           |                                                                                                             |           |                   |                              |
| PHA Name: Troy Housing Authority                                                                                                                                                                                                                               |                                                           | Grant Type and Number<br>Capital Fund Program Grant No: NY06P012708<br>Replacement Housing Factor Grant No: |           |                   | Federal FY of Grant:<br>1999 |
| <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Update with Annual Plan for: <b>2004</b> <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 6) |                                                           |                                                                                                             |           |                   |                              |
| <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report                                                                                                      |                                                           |                                                                                                             |           |                   |                              |
| Line No.                                                                                                                                                                                                                                                       | Summary by Development Account                            | Total Estimated Cost                                                                                        |           | Total Actual Cost |                              |
|                                                                                                                                                                                                                                                                |                                                           | Original                                                                                                    | Revised   | Obligated         | Expended                     |
| 1                                                                                                                                                                                                                                                              | Total non-CFP Funds                                       |                                                                                                             |           |                   |                              |
| 2                                                                                                                                                                                                                                                              | 1406 Operations                                           | 0                                                                                                           | 202,200   | 202,200           | 202,200                      |
| 3                                                                                                                                                                                                                                                              | 1408 Management Improvements                              | 5,000                                                                                                       | 11,650    | 11,650            | 11,650                       |
| 4                                                                                                                                                                                                                                                              | 1410 Administration                                       | 214,390                                                                                                     | 214,390   | 214,390           | 214,390                      |
| 5                                                                                                                                                                                                                                                              | 1411 Audit                                                |                                                                                                             |           |                   |                              |
| 6                                                                                                                                                                                                                                                              | 1415 Liquidated Damages                                   |                                                                                                             |           |                   |                              |
| 7                                                                                                                                                                                                                                                              | 1430 Fees and Costs                                       | 157,893                                                                                                     | 207,696   | 207,696           | 207,696                      |
| 8                                                                                                                                                                                                                                                              | 1440 Site Acquisition                                     |                                                                                                             |           |                   |                              |
| 9                                                                                                                                                                                                                                                              | 1450 Site Improvement                                     | 161,000                                                                                                     | 515,117   | 515,117           | 515,117                      |
| 10                                                                                                                                                                                                                                                             | 1460 Dwelling Structures                                  | 1,077,845                                                                                                   | 815,387   | 815,387           | 815,387                      |
| 11                                                                                                                                                                                                                                                             | 1465.1 Dwelling Equipment—Nonexpendable                   | 15,330                                                                                                      | 12,726    | 12,726            | 12,726                       |
| 12                                                                                                                                                                                                                                                             | 1470 Nondwelling Structures                               | 125,000                                                                                                     | 520,000   | 520,000           | 520,000                      |
| 13                                                                                                                                                                                                                                                             | 1475 Nondwelling Equipment                                |                                                                                                             |           |                   |                              |
| 14                                                                                                                                                                                                                                                             | 1485 Demolition                                           | 666,348                                                                                                     | 0         | 0                 | 0                            |
| 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                                          | 76,360                                                                                                      | 0         | 0                 | 0                            |
| 21                                                                                                                                                                                                                                                             | Amount of Annual Grant: (sum of lines 2 – 20)             | 2,499,166                                                                                                   | 2,499,166 | 2,499,166         | 2,499,166                    |
| 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: Troy Housing Authority              |                                                                                                       | Grant Type and Number<br>Capital Fund Program Grant No: NY06P012708<br>Replacement Housing Factor Grant No: |          |                      |         | Federal FY of Grant: 1999 |                |                |
|-----------------------------------------------|-------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|----------|----------------------|---------|---------------------------|----------------|----------------|
| Development Number<br>Name/HA-Wide Activities | General Description of Major Work Categories                                                          | Dev. Acct No.                                                                                               | Quantity | Total Estimated Cost |         | Total Actual Cost         |                | Status of Work |
|                                               |                                                                                                       |                                                                                                             |          | Original             | Revised | Funds Obligated           | Funds Expended |                |
| PHA Wide                                      | OPERATIONS<br>Capital Funds to be used for Operational Expenses                                       | 1406                                                                                                        |          | 0                    | 202,200 | 202,200                   | 202,200        | COMPLETE       |
| PHA Wide                                      | MANAGEMENT IMPROVEMENT:<br>Hire professional consulting firm for employee diversity training program. | 1408                                                                                                        |          | 5,000                | 11,650  | 11,650                    | 11,650         | COMPLETE       |
| PHA Wide                                      | ADMINISTRATION:<br>Salaries for Comp Grant Dept. Mod Coordinator & Housing Project Manager            | 1410                                                                                                        |          | 135,070              | 135,070 | 135,070                   | 135,070        | COMPLETE       |
|                                               | Fringe Benefits for Above                                                                             | 1410                                                                                                        |          | 79,320               | 79,320  | 79,320                    | 79,320         | COMPLETE       |
|                                               | SUBTOTAL                                                                                              | 1410                                                                                                        |          | 214,390              | 214,390 | 214,390                   | 214,390        | COMPLETE       |
| NY12-1<br>Corliss Park                        | A&E FEES:<br>Additional space for Community Room for Computer Learning Center                         | 1430                                                                                                        |          | 8,750                | 9,000   | 9,000                     | 9,000          | COMPLETE       |
|                                               | Provide Vinyl Stair Treads                                                                            | 1430                                                                                                        |          | 2,610                | 2,610   | 2,610                     | 2,610          | COMPLETE       |
| NY12-3<br>Ahern                               | A&E FEES:<br>Demolish 4, 7-story highrise buildings                                                   | 1430                                                                                                        |          | 50,535               | 30,304  | 30,304.51                 | 30,304.51      | COMPLETE       |
| NY12-4<br>Fallon/Sweeney                      | A&E FEES:<br>Provide Vinyl Stair Treads                                                               | 1430                                                                                                        |          | 860                  | 860     | 860                       | 860            | COMPLETE       |
|                                               | Grounds Improvements                                                                                  |                                                                                                             |          | 12,880               | 20,880  | 20,880                    | 20,880         | 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: Troy Housing Authority              |                                                                                                                                     | Grant Type and Number<br>Capital Fund Program Grant No: NY06P012708<br>Replacement Housing Factor Grant No: |          |                      |         | Federal FY of Grant: 1999 |                |                             |
|-----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|----------|----------------------|---------|---------------------------|----------------|-----------------------------|
| Development Number<br>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 |                             |
| NY12-4<br>Fallon                              | A&E FEES:<br>Learning Center                                                                                                        | 1430                                                                                                        |          | 16,000               | 33,102  | 33,102                    | 33,102         | COMPLETE                    |
| NY12-9<br>Grand Street                        | A&E FEES:<br>Rehabilitation of 17 Apartments                                                                                        | 1430                                                                                                        |          | 50,258               | 62,648  | 62,648                    | 62,648         | COMPLETE                    |
| NY12-12<br>Griswold Heights                   | A&E FEES:<br>Boiler Room Modifications                                                                                              | 1430                                                                                                        |          | 32,000               | 48,292  | 48,292                    | 48,292         | COMPLETE                    |
|                                               | <b>SUBTOTAL A&amp;E FEES:</b>                                                                                                       | 1430                                                                                                        |          | 157,893              | 207,696 | 207,696                   | 207,696        | COMPLETE                    |
| NY12-4<br>Sweeney                             | <b>SITE IMPROVEMENTS:</b><br>Work will include, but not be limited to, catch basins, retaining wall, excavation, paving, guard rail | 1450                                                                                                        |          | 61,000               | 407,851 | 407,851                   | 407,851        | COMPLETE                    |
| NY12-4<br>Fallon                              | <b>SITE IMPROVEMENTS:</b><br>Redesign and construct new entranceway into project                                                    | 1450                                                                                                        |          | 100,000              | 107,266 | 107,266                   | 107,266        | COMPLETE                    |
|                                               | <b>SUBTOTAL SITE IMPROVEMENTS</b>                                                                                                   | 1450                                                                                                        |          | 161,000              | 515,117 | 515,117                   | 515,117        | COMPLETE                    |
| NY12-1<br>Corliss Park                        | <b>DWELLING STRUCTURES:</b><br>Provide Stair treads on Interior Apartment Surfaces to Create a More Safe Surface                    | 1460                                                                                                        | 2,410    | 37,290               | 0       | 0                         | 0              | TRANSFERRED TO FUTURE GRANT |

# Annual Statement/Performance and Evaluation Report

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

### Part II: Supporting Pages

| PHA Name: Troy Housing Authority              |                                                                                                                                                                                                                                                           | Grant Type and Number<br>Capital Fund Program Grant No: NY06P012708<br>Replacement Housing Factor Grant No: |             |                      |         | Federal FY of Grant: 1999 |                |                                |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-------------|----------------------|---------|---------------------------|----------------|--------------------------------|
| Development Number<br>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 |                                |
| NY12-4<br>Fallon/Sweeney                      | DWELLING STRUCTURES:<br>Provide Stair treads on Interior Apartment Surfaces to Create a More Safe Surface                                                                                                                                                 | 1460                                                                                                        | 795         | 12,320               | 700     | 700                       | 700            | COMPLETE                       |
| NY12-8<br>Kane Apartments                     | DWELLING STRUCTURES                                                                                                                                                                                                                                       | 1460                                                                                                        |             | 0                    | 98,320  | 98,320                    | 98,320         | COMPLETE                       |
| NY12-9<br>Grand Street                        | DWELLING STRUCTURES:<br>Additional Monies Required for Interior Apartment Renovations to Meet NYS Historic Preservation Standards. Work includes, but is not limited to, LBP Removal, Ceilings, Flooring, Paint, Electrical, Plumbing, Heating, Kitchens. | 1460                                                                                                        |             | 628,235              | 0       | 0                         | 0              | TRANSFERRED TO ALTERNATE GRANT |
| NY12-11<br>Conway Court                       | DWELLING STRUCTURES                                                                                                                                                                                                                                       | 1460                                                                                                        |             | 0                    | 9,915   | 9,915                     | 9,915          | COMPLETE                       |
| NY12-12<br>Griswold Heights                   | DWELLING STRUCTURES:<br>Boiler Room Modifications including, but not limited to, Valve replacement, Hot Water Tank removal and Replacement, Piping Modifications, Asbestos Removal                                                                        | 1460                                                                                                        | 8 Buildings | 400,000              | 706,452 | 706,452                   | 706,452        | COMPLETE                       |
|                                               | SUBTOTAL DWELLING STRUCTURES                                                                                                                                                                                                                              | 1460                                                                                                        |             | 1,077,845            | 815,387 | 815,387                   | 815,387        | 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: Troy Housing Authority              |                                                                                                                     | Grant Type and Number<br>Capital Fund Program Grant No: NY06P012708<br>Replacement Housing Factor Grant No: |             |                      |         | Federal FY of Grant: 1999 |                |                              |
|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-------------|----------------------|---------|---------------------------|----------------|------------------------------|
| Development Number<br>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 |                              |
| NY12-11<br>Conway Court                       | DWELLING EQUIPMENT:<br>Replace Original Refrigerators with Frost-Free Efficient Models                              | 1465                                                                                                        | 42          | 15,330               | 12,726  | 12,726                    | 12,726         | COMPLETE                     |
| NY12-1<br>Corliss Park                        | NON-DWELLING STRUCTURES:<br>Provide Additional Space to present Community Room to create a Computer Learning Center | 1470                                                                                                        | 1,000SF     | 125,000              | 0       | 0                         | 0              | TRANSFERRED TO ANOTHER GRANT |
| NY12-1<br>Fallon                              | NON-DWELLING STRUCTURES:<br>Additional Monies for Community Learning Center, continuation of 1998 Comp Grant        | 1470                                                                                                        |             | 0                    | 0       | 0                         | 0              | TRANSFERRED TO ANOTHER GRANT |
| NY12-12<br>Griswold                           | NON-DWELLING STRUCTURES:<br>Additional Monies for Community Learning Center, continuation of 1998 Comp Grant        | 1470                                                                                                        |             | 0                    | 520,000 | 520,000                   | 520,000        | COMPLETE                     |
|                                               | SUBTOTAL NON-DWELLING STRUCTURES                                                                                    | 1470                                                                                                        |             | 125,000              | 520,000 | 520,000                   | 453,297.18     | ON SCHEDULE                  |
| NY12-3<br>Ahern                               | DEMOLITION:<br>Demolish four, seven story highrise 50 year old vacant buildings.                                    | 1485                                                                                                        | 4 Buildings | 666,348              | 0       | 0                         | 0              | COMPLETE                     |
| PHA Wide                                      | CONTINGENCY:<br>Provide Funds for Unforeseeable changes in scope of work                                            | 1502                                                                                                        |             | 76,360               | 0       | 0                         | 0              | 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: Troy Housing Authority              |                                              | Grant Type and Number<br>Capital Fund Program Grant No: NY06P012708<br>Replacement Housing Factor Grant No: |          |                      | Federal FY of Grant: 1999 |                   |                |                |
|-----------------------------------------------|----------------------------------------------|-------------------------------------------------------------------------------------------------------------|----------|----------------------|---------------------------|-------------------|----------------|----------------|
| Development Number<br>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 |                |
|                                               |                                              |                                                                                                             |          |                      |                           |                   |                |                |
|                                               |                                              |                                                                                                             |          |                      |                           |                   |                |                |
|                                               |                                              |                                                                                                             |          |                      |                           |                   |                |                |

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

| PHA Name: Troy Housing Authority                 |                                             | Grant Type and Number<br>Capital Fund Program No: NY06P012708<br>Replacement Housing Factor No: |            |                                             |            |            | Federal FY of Grant: 1999                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
|--------------------------------------------------|---------------------------------------------|-------------------------------------------------------------------------------------------------|------------|---------------------------------------------|------------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Development Number<br>Name/HA-Wide<br>Activities | All Fund Obligated<br>(Quarter Ending Date) |                                                                                                 |            | All Funds Expended<br>(Quarter Ending Date) |            |            | Reasons for Revised Target Dates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |
|                                                  | Original                                    | Revised                                                                                         | Actual     | Original                                    | Revised    | Actual     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| NY12-1<br>Corliss Park                           | 3/30/2001                                   | 12/30/2001                                                                                      | 12/30/2001 | 3/30/2002                                   | 12/30/2002 | 03/31/2003 | UNFORESEEN DELAYS IN CONTRACTING<br>ADMINISTRATION, ENVIRONMENTAL REVIEW<br>REQUIREMENTS, AND HIDDEN CONDITIONS.<br><br>12-1 & 12-4: Public Hearings held by the local planning<br>commissions and zoning board of appeals caused<br>unforeseen delays in approval process of schematic<br>designs.<br><br>12-9: The substantial rehabilitation of these historic 150<br>year old structures caused unforeseen delays due to<br>hidden structure conditions and excessive amounts of<br>lead-based paint on sensitive historic surfaces. |  |
| NY12-3<br>Ahern                                  | 3/30/2001                                   | 12/30/2001                                                                                      | 12/30/2001 | 3/30/2002                                   | 12/30/2002 | 03/31/2003 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| NY12-4<br>Fallon/Sweeney                         | 3/30/2001                                   | 12/30/2001                                                                                      | 12/30/2001 | 3/30/2002                                   | 12/30/2002 | 06/30/2003 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| NY12-9<br>Grand Street                           | 3/30/2001                                   | 12/30/2001                                                                                      | 12/30/2001 | 3/30/2002                                   | 12/30/2002 | 06/30/2003 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| NY12-12<br>Griswold Heights                      | 3/30/2001                                   | 12/30/2001                                                                                      | 12/30/2001 | 3/30/2002                                   | 12/30/2002 | 12/31/2002 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|                                                  |                                             |                                                                                                 |            |                                             |            |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|                                                  |                                             |                                                                                                 |            |                                             |            |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|                                                  |                                             |                                                                                                 |            |                                             |            |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|                                                  |                                             |                                                                                                 |            |                                             |            |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|                                                  |                                             |                                                                                                 |            |                                             |            |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |

## CAPITAL FUND PROGRAM TABLES START HERE

| <b>Annual Statement/Performance and Evaluation Report</b>                                                                                                                                                                                                                                                                                                                                                                                  |                                                           |                                                                                                               |           |                   |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|-----------|-------------------|------------------------------|
| <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>                                                                                                                                                                                                                                                                                                                               |                                                           |                                                                                                               |           |                   |                              |
| PHA Name: Troy Housing Authority (2003 Agency Plan)                                                                                                                                                                                                                                                                                                                                                                                        |                                                           | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250100<br>Replacement Housing Factor Grant No: |           |                   | Federal FY of Grant:<br>2000 |
| <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Update with Annual Plan for: <b>2004</b> <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 5)<br><input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <b>6/30/03</b> <input type="checkbox"/> Final Performance and Evaluation Report |                                                           |                                                                                                               |           |                   |                              |
| Line No.                                                                                                                                                                                                                                                                                                                                                                                                                                   | Summary by Development Account                            | Total Estimated Cost                                                                                          |           | Total Actual Cost |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                           | Original                                                                                                      | Revised   | Obligated         | Expended                     |
| 1                                                                                                                                                                                                                                                                                                                                                                                                                                          | Total non-CFP Funds                                       |                                                                                                               |           |                   |                              |
| 2                                                                                                                                                                                                                                                                                                                                                                                                                                          | 1406 Operations                                           |                                                                                                               |           |                   |                              |
| 3                                                                                                                                                                                                                                                                                                                                                                                                                                          | 1408 Management Improvements                              |                                                                                                               |           |                   |                              |
| 4                                                                                                                                                                                                                                                                                                                                                                                                                                          | 1410 Administration                                       | 264,264                                                                                                       | 264,264   | 264,264           | 264,264                      |
| 5                                                                                                                                                                                                                                                                                                                                                                                                                                          | 1411 Audit                                                |                                                                                                               |           |                   |                              |
| 6                                                                                                                                                                                                                                                                                                                                                                                                                                          | 1415 Liquidated Damages                                   |                                                                                                               |           |                   |                              |
| 7                                                                                                                                                                                                                                                                                                                                                                                                                                          | 1430 Fees and Costs                                       | 94,030                                                                                                        | 80,001    | 80,001            | 80,000.50                    |
| 8                                                                                                                                                                                                                                                                                                                                                                                                                                          | 1440 Site Acquisition                                     |                                                                                                               |           |                   |                              |
| 9                                                                                                                                                                                                                                                                                                                                                                                                                                          | 1450 Site Improvement                                     | 127,950                                                                                                       | 182,763   | 182,763           | 182,763.13                   |
| 10                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1460 Dwelling Structures                                  | 689,000                                                                                                       | 296,308   | 296,308           | 296,306.47                   |
| 11                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1465.1 Dwelling Equipment—Nonexpendable                   |                                                                                                               |           |                   |                              |
| 12                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1470 Nondwelling Structures                               | 625,000                                                                                                       | 781,431   | 51561.91          | 6,405.91                     |
| 13                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1475 Nondwelling Equipment                                |                                                                                                               |           |                   |                              |
| 14                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1485 Demolition                                           |                                                                                                               |           |                   |                              |
| 15                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1490 Replacement Reserve                                  | 842,400                                                                                                       | 842,400   | 842,400           | 842,400                      |
| 16                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1492 Moving to Work Demonstration                         |                                                                                                               |           |                   |                              |
| 17                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1495.1 Relocation Costs                                   |                                                                                                               |           |                   |                              |
| 18                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1499 Development Activities                               |                                                                                                               |           |                   |                              |
| 19                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1501 Collaterization or Debt Service                      |                                                                                                               |           |                   |                              |
| 20                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1502 Contingency                                          |                                                                                                               |           |                   |                              |
| 21                                                                                                                                                                                                                                                                                                                                                                                                                                         | Amount of Annual Grant: (sum of lines 2 – 20)             | 2,642,644                                                                                                     | 2,642,644 | 2,642,644         | 1,957,3699.06                |
| 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: Troy Housing Authority (2003 Agency Plan) |                                                                      | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250100<br>Replacement Housing Factor Grant No: |          |                      |         | Federal FY of Grant: 2000 |                |                       |
|-----------------------------------------------------|----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------|---------------------------|----------------|-----------------------|
| Development Number<br>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                                            | ADMINISTRATION:<br>Capital Fund Dept. Salaries & Benefits            | 1410                                                                                                          |          | 264,264              | 264,264 | 264,264                   | 264,264        | COMPLETE              |
| NY12-1<br>Corliss Park                              | A&E FEES:<br>Site Improvements                                       | 1430                                                                                                          |          | 398                  | 398     | 398                       | 398            | COMPLETE              |
| NY12-2<br>Taylor                                    | A&E FEES:<br>Create Office Space                                     | 1430                                                                                                          |          | 9,356                | 3,045   | 3,045                     | 3,045          | COMPLETE              |
| NY12-4<br>Fallon/Sweeney                            | A&E FEES:<br>Site Improvements                                       | 1430                                                                                                          |          | 2,096                | 22,941  | 22,941                    | 22,941         | COMPLETE              |
| NY12-6<br>Phelan Court                              | A&E FEES:<br>Construct Learning Center                               | 1430                                                                                                          |          | 17,056               | 0       | 0                         | 0              | MOVED VIA FUNGIBILITY |
| NY12-7<br>Martin L. King                            | A&E FEES:<br>Office Renovations                                      | 1430                                                                                                          |          | 32,426               | 1,888   | 1,888                     | 1,888          | COMPLETE              |
| NY12-8<br>Kane                                      | A&E FEES:<br>Replace Roof Lighting                                   | 1430                                                                                                          |          | 6,438                | 9,090   | 9,090                     | 9,090          | COMPLETE              |
| NY12-9<br>Grand Street                              | A&E FEES:<br>Apartment Renovations                                   | 1430                                                                                                          |          | 0                    | 150     | 150                       | 150            | COMPLETE              |
| NY12-11<br>Conway Court                             | A&E FEES:<br>Insulate Domestic Hot Water Heaters;<br>Change Lighting | 1430                                                                                                          |          | 454                  | 0       | 0                         | 0              | MOVED VIA FUNGIBILITY |

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

| PHA Name: Troy Housing Authority (2003 Agency Plan) |                                                                                                  | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250100<br>Replacement Housing Factor Grant No: |          |                      |         | Federal FY of Grant: 2000 |                |                                                           |
|-----------------------------------------------------|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------|---------------------------|----------------|-----------------------------------------------------------|
| Development Number<br>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 |                                                           |
| NY12-12                                             | A&E FEES:<br>Construct Community Center                                                          | 1430                                                                                                          |          | 25,806               | 42,489  | 42,488.50                 | 42,488.50      | COMPLETE                                                  |
|                                                     | <b>TOTAL A&amp;E FEES</b>                                                                        | 1430                                                                                                          |          | 94,030               | 80,001  | 80,001                    | 80,001         | COMPLETE                                                  |
| NY12-1<br>Corliss Park                              | SITE IMPROVEMENTS:<br>Including, but not limited to: Sidewalks,<br>Fencing, etc.                 | 1450                                                                                                          |          | 5,680                | 5,680   | 5,680                     | 5,680          | COMPLETE                                                  |
| NY12-4<br>Fallon/Sweeney                            | SITE IMPROVEMENTS:<br>Including, but not limited to: retaining<br>Wall, Security Fencing,        | 1450                                                                                                          |          | 36,300               | 91,113  | 91,113                    | 91,113.13      | COMPLETE                                                  |
| NY12-7<br>Martin L. King                            | SITE IMPROVEMENTS:<br>Including, but not limited to: Paving,<br>Catch Basins, Sidewalks, Curbing | 1450                                                                                                          |          | 85,970               | 85,970  | 85,970                    | 85,970         | COMPLETE                                                  |
|                                                     | <b>SUBTOTAL SITE IMPROVEMENTS:</b>                                                               | 1450                                                                                                          |          | 127,950.00           | 182,763 | 182,763                   | 182,763        | COMPLETE                                                  |
| NY12-1<br>Corliss Park                              | DWELLING STRUCTURES:<br>To include Window Recondition                                            | 1460                                                                                                          |          | 57,600               | 0       | 0                         | 0              | Moved via<br>fungibility<br>guidelines to<br>Another Year |

# Annual Statement/Performance and Evaluation Report

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

### Part II: Supporting Pages

| PHA Name: Troy Housing Authority (2003 Agency Plan) |                                                                                                                                                                  | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250100<br>Replacement Housing Factor Grant No: |          |                      |         | Federal FY of Grant: 2000 |                |                                                  |
|-----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------|---------------------------|----------------|--------------------------------------------------|
| Development Number<br>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 |                                                  |
| NY12-2<br>Taylor                                    | DWELLING STRUCTURES:<br>Create Office Space                                                                                                                      | 1460                                                                                                          |          | 140,000              | 0       | 0                         | 0              | Moved via fungibility guidelines to Another Year |
| NY12-4<br>Fallon/Sweeney                            | DWELLING STRUCTURES:<br>Vinyl Stair Treads to Interiors                                                                                                          | 1460                                                                                                          | 64 Apts. | 0                    | 0       | 0                         | 0              | Moved via fungibility guidelines to Another Year |
| NY12-7<br>Martin L. King                            | DWELLING STRUCTURES:<br>Including, but not limited to, Create Additional Offices, Siding Replacement, Domestic Hot Water Insulation                              | 1460                                                                                                          |          | 386,600              | 0       | 0                         | 0              | Moved via fungibility guidelines to Another Year |
| NY12-8<br>Kane                                      | DWELLING STRUCTURES:<br>Including, but not limited to, Roof Replacement, including Elevator Penthouse, Change Bathroom Lighting from Incandescent to Fluorescent | 1460                                                                                                          |          | 98,320               | 0       | 0                         | 0              | Moved via fungibility guidelines to Another Year |
| NY12-9<br>Grand Street                              | DWELLING STRUCTURES:<br>Interior/Exterior Apt. Renovations (Continuation of 97 & 98 Items)                                                                       | 1460                                                                                                          |          | 0                    | 291,399 | 291,399                   | 292,399        | 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: Troy Housing Authority (2003 Agency Plan) |                                                                                                                                                       | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250100<br>Replacement Housing Factor Grant No: |          |                      |         | Federal FY of Grant: 2000 |                |                |
|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------|---------------------------|----------------|----------------|
| Development Number<br>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 |                |
| NY12-11<br>Conway Court                             | DWELLING STRUCTURES:<br>Including, but not limited to, Insulate Domestic Hot Water Heaters, Change Bathroom Lighting from Incandescent to Fluorescent | 1460                                                                                                          |          | 6,480                | 4,909   | 4,909                     | 4,909          | COMPLETE       |
|                                                     | SUBTOTAL DWELLING STRUCTURES                                                                                                                          | 1460                                                                                                          |          | 689,000.00           | 296,308 | 296,308                   | 296,306.47     | COMPLETE       |
| NY12-1<br>Corliss Park                              | NON-DWELLING STRUCTURES:<br>Add Space to Community Building                                                                                           | 1470                                                                                                          |          | 0                    | 154,000 | 154,000                   | 0              | IN PROGRESS    |
| NY12-4<br>Fallon/Sweeney                            | NON-DWELLING STRUCTURES:<br>Construct Community Learning                                                                                              | 1470                                                                                                          |          | 0                    | 760,000 | 760,000                   | 236,118.20     | IN PROGRESS    |
| NY12-6<br>Phelan Court                              | NON-DWELLING STRUCTURES:<br>Construct 2000SF Community Learning Center and Laundry Facility                                                           | 1470                                                                                                          | 2,000SF  | 250,000              | 5,856   | 5,856                     | 5,855.91       | COMPLETE       |
| NY12-12<br>Griswold Heights                         | NON-DWELLING STRUCTURES:<br>Construct 3,000SF Handicap Accessible Community Learning Center                                                           | 1470                                                                                                          | 3,000SF  | 375,000              | 57,052  | 57,052                    | 49,660.85      | IN PROGRESS    |
|                                                     | SUBTOTAL NON-DWELLING STRUCTURES                                                                                                                      | 1470                                                                                                          |          | 625,000.00           | 976,908 | 976,908                   | 291,634.96     | 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: Troy Housing Authority (2003 Agency Plan) |                                              | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250100<br>Replacement Housing Factor Grant No: |          |                      |         | Federal FY of Grant: 2000 |                |                |
|-----------------------------------------------------|----------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------|---------------------------|----------------|----------------|
| Development Number<br>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 |                |
| NY12-2 Taylor                                       | REPLACEMENT RESERVE:<br>Replacement Reserve  | 1490                                                                                                          |          | 698,922              | 842,400 | 842,400                   | 842,400        | COMPLETE       |
|                                                     |                                              |                                                                                                               |          |                      |         |                           |                |                |
|                                                     |                                              |                                                                                                               |          |                      |         |                           |                |                |
|                                                     |                                              |                                                                                                               |          |                      |         |                           |                |                |
|                                                     |                                              |                                                                                                               |          |                      |         |                           |                |                |
|                                                     |                                              |                                                                                                               |          |                      |         |                           |                |                |

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

| PHA Name: Troy Housing Authority (2003 Agency Plan) |                                             | Grant Type and Number<br>Capital Fund Program No: NY06P01250100<br>Replacement Housing Factor No: |            |                                             |         | Federal FY of Grant: 2000 |                                                                                                          |
|-----------------------------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------------|------------|---------------------------------------------|---------|---------------------------|----------------------------------------------------------------------------------------------------------|
| Development Number<br>Name/HA-Wide<br>Activities    | All Fund Obligated<br>(Quarter Ending Date) |                                                                                                   |            | All Funds Expended<br>(Quarter Ending Date) |         |                           | Reasons for Revised Target Dates                                                                         |
|                                                     | Original                                    | Revised                                                                                           | Actual     | Original                                    | Revised | Actual                    |                                                                                                          |
| NY06P012001<br>Corliss Park Apts.                   | 03/30/2002                                  | 09/30/2002                                                                                        |            | 03/30/2004                                  |         |                           | Unforeseen delays in contracting, administration, environmental review requirements & hidden conditions. |
| NY06P012002<br>John P. Taylor Apts.                 | 03/30/2002                                  |                                                                                                   | 03/30/2002 | 03/30/2004                                  |         | 12/31/2002                |                                                                                                          |
| NY06P012004<br>Fallon/Sweeney Apts.                 | 03/30/2002                                  | 09/30/2002                                                                                        |            | 03/30/2004                                  |         |                           | Unforeseen delays in contracting, administration, environmental review requirements & hidden conditions. |
| NY06P012006<br>Margaret Phelan Apts.                | 03/30/2002                                  | 09/30/2002                                                                                        |            | 03/30/2004                                  |         | 06/30/2001                |                                                                                                          |
| NY06P012007<br>Martin L. King Apts.                 | 03/30/2002                                  | 09/30/2002                                                                                        |            | 03/30/2004                                  |         |                           | Unforeseen delays in contracting, administration, environmental review requirements & hidden conditions. |
| NY06P012008<br>Edward A. Kane Apts.                 | 03/30/2002                                  |                                                                                                   | 03/30/2002 | 03/30/2004                                  |         | 12/31/2001                |                                                                                                          |
| NY06P012009<br>Grand Street Apts.                   | 03/30/2002                                  | 09/30/2002                                                                                        |            | 03/30/2004                                  |         | 12/31/2002                |                                                                                                          |
| NY06P012011<br>Conway Court Apts.                   | 03/30/2002                                  |                                                                                                   | 03/30/2002 | 03/30/2004                                  |         | 09/30/2002                |                                                                                                          |
| NY06P012012<br>Griswold Heights Apts.               | 03/30/2002                                  |                                                                                                   | 03/30/2002 | 03/30/2004                                  |         |                           |                                                                                                          |





**CAPITAL FUND PROGRAM TABLES START HERE**

| <b>Annual Statement/Performance and Evaluation Report</b>                                                                                                                                                                                                                                                                                                                                                                          |                                                           |                                                                                                               |           |                   |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|-----------|-------------------|------------------------------|
| <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>                                                                                                                                                                                                                                                                                                                       |                                                           |                                                                                                               |           |                   |                              |
| PHA Name: Troy Housing Authority (2003 Agency Plan)                                                                                                                                                                                                                                                                                                                                                                                |                                                           | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250101<br>Replacement Housing Factor Grant No: |           |                   | Federal FY of Grant:<br>2001 |
| <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Update with Annual Plan for: <b>2004</b> <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 2)<br><input type="checkbox"/> Performance and Evaluation Report for Period Ending: <b>06/30/2003</b> <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                              | 100,000                                                                                                       | 100,000   | 100,000           | 56,024.72                    |
| 4                                                                                                                                                                                                                                                                                                                                                                                                                                  | 1410 Administration                                       | 264,264                                                                                                       | 264,264   | 264,264           | 264,264                      |
| 5                                                                                                                                                                                                                                                                                                                                                                                                                                  | 1411 Audit                                                |                                                                                                               |           |                   |                              |
| 6                                                                                                                                                                                                                                                                                                                                                                                                                                  | 1415 Liquidated Damages                                   |                                                                                                               |           |                   |                              |
| 7                                                                                                                                                                                                                                                                                                                                                                                                                                  | 1430 Fees and Costs                                       | 108,524                                                                                                       | 100,764   | 100,764           | 99,478.76                    |
| 8                                                                                                                                                                                                                                                                                                                                                                                                                                  | 1440 Site Acquisition                                     |                                                                                                               |           |                   |                              |
| 9                                                                                                                                                                                                                                                                                                                                                                                                                                  | 1450 Site Improvement                                     | 1,082,790                                                                                                     | 937,080   | 937,080           | 352,085.77                   |
| 10                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1460 Dwelling Structures                                  | 273,762                                                                                                       | 481,303   | 481,303           | 467,537.83                   |
| 11                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1465.1 Dwelling Equipment—Nonexpendable                   |                                                                                                               |           |                   |                              |
| 12                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1470 Nondwelling Structures                               |                                                                                                               |           |                   |                              |
| 13                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1475 Nondwelling Equipment                                |                                                                                                               |           |                   |                              |
| 14                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1485 Demolition                                           |                                                                                                               |           |                   |                              |
| 15                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1490 Replacement Reserve                                  | 813,300                                                                                                       |           | 813,300           | 813,300                      |
| 16                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1492 Moving to Work Demonstration                         |                                                                                                               |           |                   |                              |
| 17                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1495.1 Relocation Costs                                   |                                                                                                               |           |                   |                              |
| 18                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1499 Development Activities                               |                                                                                                               |           |                   |                              |
| 19                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1501 Collateralization or Debt Service                    |                                                                                                               |           |                   |                              |
| 20                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1502 Contingency                                          | 54,071                                                                                                        | 0         | 0                 | 0                            |
| 21                                                                                                                                                                                                                                                                                                                                                                                                                                 | Amount of Annual Grant: (sum of lines 2 – 20)             | 2,696,711                                                                                                     | 2,696,711 | 2,696,711         | 2,052,691.08                 |
| 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: Troy Housing Authority (2003 Agency Plan) |                                                            | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250101<br>Replacement Housing Factor Grant No: |          |                      | Federal FY of Grant: 2001 |                    |                   |                          |
|-----------------------------------------------------|------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------------------------|--------------------|-------------------|--------------------------|
| Development Number<br>Name/HA-Wide<br>Activities    | General Description of Major Work<br>Categories            | Dev. Acct No.                                                                                                 | Quantity | Total Estimated Cost |                           | Total Actual Cost  |                   | Status of Work           |
|                                                     |                                                            |                                                                                                               |          | Original             | Revised                   | Funds<br>Obligated | Funds<br>Expended |                          |
|                                                     | <b><u>MANAGEMENT<br/>IMPROVEMENTS</u></b>                  | 1408                                                                                                          |          |                      |                           |                    |                   |                          |
| PHA-wide                                            | Youth Services Coordinator<br>2 year funding with benefits |                                                                                                               |          | 100,000              | 100,000                   | 100,000            | 56,024.72         | IN PROGRESS              |
|                                                     | <b><u>ADMINISTRATION</u></b>                               | 1410                                                                                                          |          |                      |                           |                    |                   |                          |
| PHA-wide                                            | Capital Fund Department<br>Salaries & Benefits             |                                                                                                               |          | 264,264              |                           | 264,264            | 264,264           | COMPLETE                 |
|                                                     | <b><u>A&amp;E FEES</u></b>                                 | 1430                                                                                                          |          |                      |                           |                    |                   |                          |
| NY12-1<br>Corliss Park                              | Storm Doors & Door Trim                                    |                                                                                                               |          | 6,916                |                           | 6,916              | 6,916             | COMPLETE                 |
| NY12-4<br>Fallon<br>Apartments                      | Site Improvements                                          |                                                                                                               |          | 75,913               | 80,107                    | 80,107             | 80,107            | COMPLETE                 |
| NY12-9 Grand<br>Street                              | Site Improvements                                          |                                                                                                               |          | 6,400                | 6,400                     | 6,400              | 5,115             | IN PROGRESS              |
| NY12-02 Taylor<br>Apartments                        | Roof Modification<br>Building 4                            |                                                                                                               |          | 7,760                |                           | 0                  | 0                 | MOVED VIA<br>FUNGIBILITY |

# Annual Statement/Performance and Evaluation Report

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

### Part II: Supporting Pages

| PHA Name: Troy Housing Authority (2003 Agency Plan) |                                                                                                                                                    | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250101<br>Replacement Housing Factor Grant No: |          |                      | Federal FY of Grant: 2001 |                   |                |                |
|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------------------------|-------------------|----------------|----------------|
| Development Number<br>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 |                |
| NY12-06 Phelan Apartments                           | Site Improvements                                                                                                                                  |                                                                                                               |          | 4,310                | 4,310                     | 4,310             | 4,310          | COMPLETE       |
| NY12-11 Conway Court                                | Roof Modifications                                                                                                                                 |                                                                                                               |          | 7,225                | 3,031                     | 3,030.76          | 3,030.76       | COMPLETE       |
|                                                     | <b><u>SITE IMPROVEMENTS</u></b>                                                                                                                    | 1450                                                                                                          |          |                      |                           |                   |                |                |
| NY12-04 Fallon Apartments                           | Site Improvements, including but not limited to the following: walk, curbs, paving, retaining walls, fencing, drainage modifications & landscaping |                                                                                                               |          | 948,915              | 602,156                   | 602,156           | 112,059.28     | IN PROGRESS    |
| NY12-06 Phelan Court                                | Site Improvements, including but not limited to retaining walls & landscaping                                                                      |                                                                                                               |          | 53,875               | 53,875                    | 53,875            | 53,875         | COMPLETE       |
| NY12-09 Grand Street                                | Site Improvements, including but not limited to the following: perimeter fencing for parking areas and landscaping                                 |                                                                                                               |          | 80,000               | 281,049                   | 281,049           | 186,151.49     | IN PROGRESS    |
|                                                     | <b><u>DWELLING STRUCTURES</u></b>                                                                                                                  | 1460                                                                                                          |          |                      |                           |                   |                |                |

# Annual Statement/Performance and Evaluation Report

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

### Part II: Supporting Pages

| PHA Name: Troy Housing Authority (2003 Agency Plan) |                                                                                                                                                           | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250101<br>Replacement Housing Factor Grant No: |          |                      | Federal FY of Grant: 2001 |                   |                |                       |
|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------------------------|-------------------|----------------|-----------------------|
| Development Number<br>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 |                       |
| NY12-1<br>Corliss Park<br>Apartments                | Dwelling Structures including, but not limited to replacement of door trim and old storm doors.                                                           |                                                                                                               |          | 86,450               | 94,268                    | 94,268            | 80,503.20      | IN PROGRESS           |
| NY12-02 Taylor<br>Apartments                        | Dwelling Structures including, but not limited to removal and replacement of roof system, including modifications to the curtain walls.                   |                                                                                                               |          | 97,000               | 0                         | 0                 | 0              | MOVED VIA FUNGIBILITY |
| NY12-11<br>Conway Court                             | Dwelling Structures including, but not limited to removal and replacement of roof system, including modifications to balconies to insure their integrity. |                                                                                                               |          | 90,312               | 48,094                    | 48,094            | 48,093.63      | COMPLETE              |
|                                                     | <b><u>REPLACEMENT RESERVE</u></b>                                                                                                                         | 1490                                                                                                          |          |                      |                           |                   |                |                       |
| NY12-02 Taylor<br>Apartments                        | Replacement Reserve                                                                                                                                       |                                                                                                               |          | 813,300              |                           | 813,300           | 813,300        | COMPLETE              |
|                                                     | <b><u>CONTINGENCY</u></b>                                                                                                                                 |                                                                                                               |          |                      |                           |                   |                |                       |
| PHA-wide                                            | Contingency                                                                                                                                               | 1502                                                                                                          |          | 54,071               | 0                         | 0                 | 0              | COMPLETE              |



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

| PHA Name: Troy Housing Authority (2003 Agency Plan) |                                             | Grant Type and Number<br>Capital Fund Program No: NY06P01250101<br>Replacement Housing Factor No: |            |                                             |            |            | Federal FY of Grant: 2001                                                                                           |  |
|-----------------------------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------------|------------|---------------------------------------------|------------|------------|---------------------------------------------------------------------------------------------------------------------|--|
| Development Number<br>Name/HA-Wide<br>Activities    | All Fund Obligated<br>(Quarter Ending Date) |                                                                                                   |            | All Funds Expended<br>(Quarter Ending Date) |            |            | Reasons for Revised Target Dates                                                                                    |  |
|                                                     | Original                                    | Revised                                                                                           | Actual     | Original                                    | Revised    | Actual     |                                                                                                                     |  |
| NY12-1<br>Corliss Park                              | 03/30/2002                                  | 12/31/2002                                                                                        | 09/30/2002 | 03/30/2003                                  | 03/30/2004 |            | Obligation/Expended Dates changed per 9/14/01 Letter from Joan K. Spilman, Director, Office of Public Housing, 2CPH |  |
| NY12-2<br>Taylor Apartments                         | 03/30/2002                                  | 12/31/2002                                                                                        | NA         | 03/30/2003                                  | 03/30/2004 | NA         | Obligation/Expended Dates changed per 9/14/01 Letter from Joan K. Spilman, Director, Office of Public Housing, 2CPH |  |
| NY12-4<br>Fallon Apartments                         | 03/30/2002                                  | 12/31/2002                                                                                        | 12/31/2002 | 03/30/2003                                  | 03/30/2004 |            | Obligation/Expended Dates changed per 9/14/01 Letter from Joan K. Spilman, Director, Office of Public Housing, 2CPH |  |
| NY12-6<br>Phelan Apartments                         | 03/30/2002                                  | 12/31/2002                                                                                        | 09/30/2002 | 03/30/2003                                  | 03/30/2004 | 06/30/2003 | Obligation/Expended Dates changed per 9/14/01 Letter from Joan K. Spilman, Director, Office of Public Housing, 2CPH |  |
| NY12-9<br>Grand Street                              | 03/30/2002                                  | 12/31/2002                                                                                        | 09/30/2002 | 03/30/2003                                  | 03/30/2004 |            | Obligation/Expended Dates changed per 9/14/01 Letter from Joan K. Spilman, Director, Office of Public Housing, 2CPH |  |
| NY12-11<br>Conway Court                             | 03/30/2002                                  | 12/31/2002                                                                                        | 09/30/2002 | 03/30/2003                                  | 03/30/2004 | 12/31/2002 | Obligation/Expended Dates changed per 9/14/01 Letter from Joan K. Spilman, Director, Office of Public Housing, 2CPH |  |
|                                                     |                                             |                                                                                                   |            |                                             |            |            |                                                                                                                     |  |
|                                                     |                                             |                                                                                                   |            |                                             |            |            |                                                                                                                     |  |

## CAPITAL FUND PROGRAM TABLES START HERE

| <b>Annual Statement/Performance and Evaluation Report</b>                                                                                                                                                                                                      |                                                           |                                                                                                               |           |                   |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|-----------|-------------------|------------------------------|
| <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>                                                                                                                                                   |                                                           |                                                                                                               |           |                   |                              |
| PHA Name: Troy Housing Authority (2003 Agency Plan)                                                                                                                                                                                                            |                                                           | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250102<br>Replacement Housing Factor Grant No: |           |                   | Federal FY of Grant:<br>2002 |
| <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Update with Annual Plan for: <b>2004</b> <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 3) |                                                           |                                                                                                               |           |                   |                              |
| <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <b>06/30/03</b> <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                                           | 101,723                                                                                                       | 86,723    |                   |                              |
| 3                                                                                                                                                                                                                                                              | 1408 Management Improvements                              |                                                                                                               |           |                   |                              |
| 4                                                                                                                                                                                                                                                              | 1410 Administration                                       | 203,445                                                                                                       | 203,445   | 203,445           | 7,225.18                     |
| 5                                                                                                                                                                                                                                                              | 1411 Audit                                                |                                                                                                               |           |                   |                              |
| 6                                                                                                                                                                                                                                                              | 1415 Liquidated Damages                                   |                                                                                                               |           |                   |                              |
| 7                                                                                                                                                                                                                                                              | 1430 Fees and Costs                                       | 113,763                                                                                                       | 77,872    | 45,402            | 16,120.44                    |
| 8                                                                                                                                                                                                                                                              | 1440 Site Acquisition                                     |                                                                                                               |           |                   |                              |
| 9                                                                                                                                                                                                                                                              | 1450 Site Improvement                                     | 655,877                                                                                                       | 691,768   | 691,768           | 343,898.89                   |
| 10                                                                                                                                                                                                                                                             | 1460 Dwelling Structures                                  | 690,000                                                                                                       | 690,000   | 686,916           | 1,020                        |
| 11                                                                                                                                                                                                                                                             | 1465.1 Dwelling Equipment—Nonexpendable                   |                                                                                                               |           |                   |                              |
| 12                                                                                                                                                                                                                                                             | 1470 Nondwelling Structures                               |                                                                                                               |           |                   |                              |
| 13                                                                                                                                                                                                                                                             | 1475 Nondwelling Equipment                                |                                                                                                               |           |                   |                              |
| 14                                                                                                                                                                                                                                                             | 1485 Demolition                                           |                                                                                                               |           |                   |                              |
| 15                                                                                                                                                                                                                                                             | 1490 Replacement Reserve                                  | 269,645                                                                                                       | 269,645   | 269,645           | 269,645                      |
| 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)             | 2,034,453                                                                                                     | 2,034,453 | 1,912,176         | 638,597.44                   |
| 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: Troy Housing Authority (2003 Agency Plan) |                                                   | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250102<br>Replacement Housing Factor Grant No: |          |                      |                | Federal FY of Grant: 2002 |                 |                |
|-----------------------------------------------------|---------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|----------------|---------------------------|-----------------|----------------|
| Development Number<br>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  |                |
|                                                     |                                                   |                                                                                                               |          |                      |                |                           |                 |                |
|                                                     |                                                   |                                                                                                               |          |                      |                |                           |                 |                |
|                                                     | <b>OPERATIONS</b>                                 | 1406                                                                                                          |          |                      |                |                           |                 |                |
|                                                     |                                                   |                                                                                                               |          |                      |                |                           |                 |                |
| PHA-wide                                            | Capital Funds to be used for Operational Expenses |                                                                                                               |          | 101,723              | 86,723         |                           |                 | IN PROGRESS    |
|                                                     |                                                   |                                                                                                               |          |                      |                |                           |                 |                |
|                                                     | <i>TOTAL ADMINISTRATION</i>                       |                                                                                                               |          | <b>101,723</b>       | <b>86,723</b>  |                           |                 | IN PROGRESS    |
|                                                     |                                                   |                                                                                                               |          |                      |                |                           |                 |                |
|                                                     | <b>ADMINISTRATION</b>                             | 1410                                                                                                          |          |                      |                |                           |                 |                |
|                                                     |                                                   |                                                                                                               |          |                      |                |                           |                 |                |
| PHA-wide                                            | Capital Fund Department Salaries & Benefits       |                                                                                                               |          | 203,445              | 203,445        | 203,445                   | 7,225.18        | IN PROGRESS    |
|                                                     |                                                   |                                                                                                               |          |                      |                |                           |                 |                |
|                                                     | <b>TOTAL ADMINISTRATION</b>                       |                                                                                                               |          | <b>203,445</b>       | <b>203,445</b> | <b>203,445</b>            | <b>7,225.18</b> | IN PROGRESS    |
|                                                     |                                                   |                                                                                                               |          |                      |                |                           |                 |                |
|                                                     | <b>A&amp;E FEES</b>                               | 1430                                                                                                          |          |                      |                |                           |                 |                |
|                                                     |                                                   |                                                                                                               |          |                      |                |                           |                 |                |
| NY12-07<br>Martin Luther King                       | Site Improvements                                 |                                                                                                               |          | 32,000               | 32,000         | 9,622                     | 8,120.44        | IN PROGRESS    |
|                                                     |                                                   |                                                                                                               |          |                      |                |                           |                 |                |
| NY12-04<br>Fallon Apartments                        | Site Improvements                                 |                                                                                                               |          | 8,000                | 8,000          | 8,000                     | 8,000           | 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: Troy Housing Authority (2003 Agency Plan) |                                                                                                                                         | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250102<br>Replacement Housing Factor Grant No: |          |                      |               | Federal FY of Grant: 2002 |                  |                |
|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------------|---------------------------|------------------|----------------|
| Development Number<br>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   |                |
| NY12-09<br>Grand Street                             | Dwelling Structure Improvements                                                                                                         |                                                                                                               |          | 60,000               | 24,109        | 17,780                    |                  | IN PROGRESS    |
| NY12-02<br>Taylor Apartments                        | Site Improvements                                                                                                                       |                                                                                                               |          | 10,000               | 10,000        | 10,000                    |                  | IN PROGRESS    |
| NY12-8<br>Kane Apartments                           | Site Improvements                                                                                                                       |                                                                                                               |          | 3,763                | 3,763         |                           |                  | IN PROGRESS    |
| <b>TOTAL A&amp;E</b>                                |                                                                                                                                         |                                                                                                               |          | <b>113,763</b>       | <b>77,872</b> | <b>45,402</b>             | <b>16,120.44</b> | IN PROGRESS    |
| <b>SITE IMPROVEMENTS</b>                            |                                                                                                                                         | 1450                                                                                                          |          |                      |               |                           |                  |                |
| NY12-07<br>Martin Luther King                       | Site Improvements, including but not limited to roads, sidewalks, stairs, retaining walls, landscaping, drainage modifications, fencing |                                                                                                               |          | 368,000              | 368,000       | 368,000                   | 20,130.89        | IN PROGRESS    |
| NY12-04<br>Fallon Apartments                        | Site Improvements, including but not limited to storage facilities for tenants                                                          |                                                                                                               |          | 92,000               | 92,000        | 92,000                    | 92,000           | 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: Troy Housing Authority (2003 Agency Plan) |                                                                                                                            | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250102<br>Replacement Housing Factor Grant No: |          |                      |                | Federal FY of Grant: 2002 |                   |                |
|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|----------------|---------------------------|-------------------|----------------|
| Development Number<br>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    |                |
|                                                     |                                                                                                                            |                                                                                                               |          |                      |                |                           |                   |                |
| NY12-02<br>Taylor Apartments                        | Site Improvements, including but not limited to parking lot repair or replacement                                          |                                                                                                               |          | 146,000              | 146,000        | 146,000                   | 146,000           | COMPLETE       |
| NY12-08<br>Kane Apartments                          | Site Improvements, including but not limited to landscaping and perimeter fencing                                          |                                                                                                               |          | 49,877               | 85,768         | 85,768                    | 85,768            | COMPLETE       |
|                                                     | <b>TOTAL SITE IMPROVEMENTS</b>                                                                                             |                                                                                                               |          | <b>655,877</b>       | <b>691,768</b> | <b>691,768</b>            | <b>343,898.89</b> | IN PROGRESS    |
|                                                     | <b>DWELLING STRUCTURES</b>                                                                                                 | 1460                                                                                                          |          |                      |                |                           |                   |                |
| NY12-09<br>Grand Street                             | Dwelling Structures improvements including, but not limited to complete apartment renovations including lead paint removal |                                                                                                               |          | 690,000              | 690,000        | 686,916                   | 1,020             | IN PROGRESS    |
|                                                     | <b>TOTAL DWELLING STRUCTURES</b>                                                                                           |                                                                                                               |          | <b>690,000</b>       | <b>690,000</b> | <b>686,916</b>            | <b>1,020</b>      | 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: Troy Housing Authority (2003 Agency Plan) |                                                                                       | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250102<br>Replacement Housing Factor Grant No: |          |                      |                  | Federal FY of Grant: 2002 |                   |                |
|-----------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|------------------|---------------------------|-------------------|----------------|
| Development Number<br>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    |                |
|                                                     | <b>REPLACEMENT RESERVE</b>                                                            | 1490                                                                                                          |          |                      |                  |                           |                   |                |
| NY12-02 Taylor Apartments                           | Replacement Reserve                                                                   |                                                                                                               |          | 269,645              | 269,645          | 269,645                   | 269,645           | COMPLETE       |
|                                                     | <b>TOTAL REPLACEMENT RESERVE</b>                                                      |                                                                                                               |          | <b>269,645</b>       | <b>269,645</b>   | <b>269,645</b>            | <b>269,645</b>    | COMPLETE       |
|                                                     | <b>RELOCATION COSTS</b>                                                               | 1495.1                                                                                                        |          |                      |                  |                           |                   |                |
| NY12-09 Grand Street                                | Reimbursement of expenses to tenants for relocation costs related to renovation work. |                                                                                                               |          |                      | 15,000           | 15,000                    | 687.93            | IN PROGRESS    |
|                                                     | <b>TOTAL RELOCATION COSTS</b>                                                         |                                                                                                               |          |                      | <b>15,000</b>    | <b>15,000</b>             | <b>687.93</b>     | IN PROGRESS    |
|                                                     | <b>TOTAL</b>                                                                          |                                                                                                               |          | <b>2,034,453</b>     | <b>2,034,453</b> | <b>1,912,176</b>          | <b>638,597.44</b> | IN PROGRESS    |

**Annual Statement/Performance and Evaluation Report**

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

**Part III: Implementation Schedule**

PHA Name: **Troy Housing Authority (2003 Agency Plan)**

**Grant Type and Number**

Capital Fund Program No: **NY06P01250102**  
 Replacement Housing Factor No:

**Federal FY of Grant: 2002**

| Development Number<br>Name/HA-Wide<br>Activities | All Fund Obligated<br>(Quarter Ending Date) |         |        | All Funds Expended<br>(Quarter Ending Date) |         |        | Reasons for Revised Target Dates |
|--------------------------------------------------|---------------------------------------------|---------|--------|---------------------------------------------|---------|--------|----------------------------------|
|                                                  | Original                                    | Revised | Actual | Original                                    | Revised | Actual |                                  |
| HA-wide<br>Activities                            | 05/31/2004                                  |         |        | 05/31/2006                                  |         |        |                                  |
| NY12-07<br>Martin Luther King                    | 05/31/2004                                  |         |        | 05/31/2006                                  |         |        |                                  |
| NY12-04<br>Fallon Apartments                     | 05/31/2004                                  |         |        | 05/31/2006                                  |         |        |                                  |
| NY12-09<br>Grand Street                          | 05/31/2004                                  |         |        | 05/31/2006                                  |         |        |                                  |
| NY12-02<br>Taylor Apartments                     | 05/31/2004                                  |         |        | 05/31/2006                                  |         |        |                                  |
| NY12-06<br>Phelan Apartments                     | 05/31/2004                                  |         |        | 05/31/2006                                  |         |        |                                  |
| NY12-11<br>Conway Court                          | 05/31/2004                                  |         |        | 05/31/2006                                  |         |        |                                  |
| NY12-12<br>Griswold Heights                      | 05/31/2004                                  |         |        | 05/31/2006                                  |         |        |                                  |
| NY12-08<br>Kane Apartments                       | 05/31/2004                                  |         |        | 05/31/2006                                  |         |        |                                  |





# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

|                                                     |                                                                                                               |                              |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------|------------------------------|
| PHA Name: Troy Housing Authority (2003 Agency Plan) | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250103<br>Replacement Housing Factor Grant No: | Federal FY of Grant:<br>2003 |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------|------------------------------|

Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no: 1) (Correction of 2003 Projection per 08-08-03 mail)  
 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                                       | 240,000              | 199,880   |                   |          |
| 5        | 1411 Audit                                                |                      |           |                   |          |
| 6        | 1415 Liquidated Damages                                   |                      |           |                   |          |
| 7        | 1430 Fees and Costs                                       | 138,560              | 112,560   |                   |          |
| 8        | 1440 Site Acquisition                                     |                      |           |                   |          |
| 9        | 1450 Site Improvement                                     | 236,440              | 236,440   |                   |          |
| 10       | 1460 Dwelling Structures                                  | 1,030,400            | 1,030,400 |                   |          |
| 11       | 1465.1 Dwelling Equipment—Nonexpendable                   |                      |           |                   |          |
| 12       | 1470 Nondwelling Structures                               | 326,600              | 27,600    |                   |          |
| 13       | 1475 Nondwelling Equipment                                |                      |           |                   |          |
| 14       | 1485 Demolition                                           |                      |           |                   |          |
| 15       | 1490 Replacement Reserve                                  | 428,000              | 391,920   |                   |          |
| 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)             | 2,400,000            | 1,998,800 |                   |          |
| 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 |                      |           |                   |          |

|                                     |      |                                   |      |
|-------------------------------------|------|-----------------------------------|------|
| Signature of the Executive Director | Date | Signature of Field Office Manager | Date |
|-------------------------------------|------|-----------------------------------|------|

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| PHA Name: Troy Housing Authority (2003 Agency Plan)                                                                                                                                                                                            |                                | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250103<br>Replacement Housing Factor Grant No: |         |           | Federal FY of Grant:<br>2003 |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------|---------|-----------|------------------------------|--|
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) (Correction of 2003 Projection per 08-08-03 mail) |                                |                                                                                                               |         |           |                              |  |
| <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                     |  |

## Annual Statement/Performance and Evaluation Report

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

#### Part II: Supporting Pages

| PHA Name: Troy Housing Authority (2003 Agency Plan) |                                                                                                  | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250103<br>Replacement Housing Factor Grant No: |          |                      | Federal FY of Grant: 2003 |                   |                |                |
|-----------------------------------------------------|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------|----------------------|---------------------------|-------------------|----------------|----------------|
| Development Number<br>Name/HA-Wide<br>Activities    | General Description of Major Work<br>Categories                                                  | Dev. Acct<br>No.                                                                                              | Quantity | Total Estimated Cost |                           | Total Actual Cost |                | Status of Work |
|                                                     |                                                                                                  |                                                                                                               |          | Original             | Revised                   | Funds Obligated   | Funds Expended |                |
|                                                     |                                                                                                  |                                                                                                               |          |                      |                           |                   |                |                |
| PHA-Wide<br>Troy Housing<br>Authority               | ADMINISTRATION<br>Capital Fund Department<br>Salaries & Benefits                                 | 1410                                                                                                          |          | 240,000              | 199,880                   |                   |                |                |
|                                                     | <b>TOTAL ADMINISTRATION</b>                                                                      | <b>1410</b>                                                                                                   |          | <b>240,000</b>       | <b>199,880</b>            |                   |                |                |
| NY12-4S<br>Sweeney Apts.                            | FEES & COSTS - A&E<br>Including, but not limited to,<br>landscaping enhancements                 | 1430                                                                                                          |          | 1,360                | 1,360                     |                   |                |                |
| NY12-7<br>MLK Apts.                                 | FEES & COSTS - A&E<br>Including, but not limited to,<br>grounds improvements                     | 1430                                                                                                          |          | 12,000               | 12,000                    |                   |                |                |
| NY12-11<br>Conway Court                             | FEES & COSTS - A&E<br>Including, but not limited to,<br>parking redesign & lighting improvements | 1430                                                                                                          |          | 7,200                | 7,200                     |                   |                |                |

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

|                                                     |                                                                                                               |                              |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------|------------------------------|
| PHA Name: Troy Housing Authority (2003 Agency Plan) | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250103<br>Replacement Housing Factor Grant No: | Federal FY of Grant:<br>2003 |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------|------------------------------|

Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no: 1) (Correction of 2003 Projection per 08-08-03 mail)  
 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 |
| NY12-9<br>Grand St. Apts.   | FEES & COSTS - A&E<br>Including, but not limited to,<br>renovation of interior & exterior<br>of 14 apartments               | 1430                 | 89,600         | 89,600            |          |
| NY12-1<br>Corliss Park      | FEES & COSTS - A&E<br>Including, but not limited to,<br>maintenance work area redesign<br>and/or expansion                  | 1430                 | 4,000          | 0                 |          |
| NY12-6<br>Phelan Apts.      | FEES & COSTS - A&E<br>Including, but not limited to,<br>laundry facility and<br>community learning center expansion         | 1430                 | 6,000          | 0                 |          |
| NY12-7<br>MLK Apts.         | FEES & COSTS - A&E<br>Including, but not limited to,<br>additional sprinkler protection to east side<br>of mansion building | 1430                 | 2,400          | 2,400             |          |
| NY12-12<br>Griswold Heights | FEES & COSTS - A&E<br>Including, but not limited to,<br>maintenance facility upgrade                                        | 1430                 | 16,000         | 0                 |          |
|                             | <b>SUBTOTAL FEES &amp; COSTS</b>                                                                                            | <b>1430</b>          | <b>138,560</b> | <b>112,560</b>    |          |
| NY12-4S<br>Sweeney Apts.    | SITE IMPROVEMENTS<br>Including, but not limited to,<br>landscaping enhancements                                             | 1450                 | 15,640         | 15,640            |          |

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

|                                                     |                                                                                                               |                              |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------|------------------------------|
| PHA Name: Troy Housing Authority (2003 Agency Plan) | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250103<br>Replacement Housing Factor Grant No: | Federal FY of Grant:<br>2003 |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------|------------------------------|

Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no: 1) (Correction of 2003 Projection per 08-08-03 mail)  
  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 |
| NY12-7<br>MLK Apts.       | SITE IMPROVEMENTS<br>Including, but not limited to,<br>grounds improvements                                                      | 1450                 |          | 138,000          | 138,000          |                   |  |          |
| NY12-11<br>Conway Court   | SITE IMPROVEMENTS<br>Including, but not limited to,<br>parking redesign & lighting improvements                                  | 1450                 |          | 82,800           | 82,800           |                   |  |          |
|                           | <b>SUBTOTAL SITE IMPROVEMENTS</b>                                                                                                | <b>1450</b>          |          | <b>236,440</b>   | <b>236,440</b>   |                   |  |          |
| NY12-9<br>Grand St. Apts. | DWELLING STRUCTURES<br>Including, but not limited to,<br>of interior & exterior renovation                                       | 1460                 | 14 apts. | 1,030,400        | 1,030,400        |                   |  |          |
|                           | <b>SUBTOTAL DWELLING STRUCTURES</b>                                                                                              | <b>1460</b>          |          | <b>1,030,400</b> | <b>1,030,400</b> |                   |  |          |
| NY12-1<br>Corliss Park    | NON-DWELLING STRUCTURES<br>Including, but not limited to,<br>maintenance work area redesign<br>and/or expansion                  | 1470                 |          | 46,000           | 0                |                   |  |          |
| NY12-6<br>Phelan Apts.    | NON-DWELLING STRUCTURES<br>Including, but not limited to,<br>laundry facility and<br>community learning center expansion         | 1470                 |          | 69,000           | 0                |                   |  |          |
| NY12-7<br>MLK Apts.       | NON-DWELLING STRUCTURES<br>Including, but not limited to,<br>additional sprinkler protection to east side<br>of mansion building | 1470                 |          | 27,600           | 27,600           |                   |  |          |

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| PHA Name: Troy Housing Authority (2003 Agency Plan)                                                                                                                                                                                                                                                                                                                                              |                                                                                           | Grant Type and Number<br>Capital Fund Program Grant No: NY06P01250103<br>Replacement Housing Factor Grant No: |  |                |                | Federal FY of Grant:<br>2003 |  |          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|--|----------------|----------------|------------------------------|--|----------|
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) (Correction of 2003 Projection per 08-08-03 mail)<br><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 |
| NY12-12<br>Griswold Heights                                                                                                                                                                                                                                                                                                                                                                      | NON-DWELLING STRUCTURES<br>Including, but not limited to,<br>maintenance facility upgrade | 1470                                                                                                          |  | 184,000        | 0              |                              |  |          |
|                                                                                                                                                                                                                                                                                                                                                                                                  | <b>SUBTOTAL NON-DWELLING STRUCTURES</b>                                                   | <b>1460</b>                                                                                                   |  | <b>326,600</b> | <b>27,600</b>  |                              |  |          |
| NY12-2<br>Taylor Apts.                                                                                                                                                                                                                                                                                                                                                                           | REPLACEMENT RESERVE                                                                       | 1490                                                                                                          |  | 428,000        | 391,920        |                              |  |          |
|                                                                                                                                                                                                                                                                                                                                                                                                  | <b>TOTAL REPLACEMENT RESERVE</b>                                                          | <b>1490</b>                                                                                                   |  | <b>428,000</b> | <b>391,920</b> |                              |  |          |

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

| PHA Name: Troy Housing Authority (2003 Agency Plan) |                                             | Grant Type and Number<br>Capital Fund Program No: NY06P01250103<br>Replacement Housing Factor No: |        |                                             |         | Federal FY of Grant: 2003 |                                  |
|-----------------------------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------------|--------|---------------------------------------------|---------|---------------------------|----------------------------------|
| Development Number<br>Name/HA-Wide<br>Activities    | All Fund Obligated<br>(Quarter Ending Date) |                                                                                                   |        | All Funds Expended<br>(Quarter Ending Date) |         |                           | Reasons for Revised Target Dates |
|                                                     | Original                                    | Revised                                                                                           | Actual | Original                                    | Revised | Actual                    |                                  |
| PHA-Wide<br>Troy Housing Authority                  | 05/31/05                                    |                                                                                                   |        | 05/31/07                                    |         |                           |                                  |
| NY12-1<br>Corliss Park                              | 09/15/05                                    |                                                                                                   |        | 09/15/07                                    |         |                           |                                  |
| NY12-2<br>Taylor Apts.                              | 09/15/05                                    |                                                                                                   |        | 09/15/07                                    |         |                           |                                  |
| NY12-4S<br>Sweeney Apts.                            | 09/15/05                                    |                                                                                                   |        | 09/15/07                                    |         |                           |                                  |
| NY12-6<br>Phelan Apts.                              | 09/15/05                                    |                                                                                                   |        | 09/15/07                                    |         |                           |                                  |
| NY12-7<br>MLK Apts.                                 | 09/15/05                                    |                                                                                                   |        | 09/15/07                                    |         |                           |                                  |
| NY12-9<br>Grand St. Apts.                           | 09/15/05                                    |                                                                                                   |        | 09/15/07                                    |         |                           |                                  |
| NY12-11<br>Conway Court                             | 09/15/05                                    |                                                                                                   |        | 09/15/07                                    |         |                           |                                  |
| NY12-12<br>Griswold Heights                         | 09/15/05                                    |                                                                                                   |        | 09/15/07                                    |         |                           |                                  |
|                                                     |                                             |                                                                                                   |        |                                             |         |                           |                                  |



**Annual Statement  
P and E Report on  
Replacement Reserve**

**US Department of Housing and Urban Development**  
Office of Public and Indian Housing

OMB Approval 2577-0157

Comprehensive Grant Program

See Page 3 for Instructions and Public Reporting burden statement

**Part I Summary**

|                                              |                                                                                                                                                                                                                                                                                 |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| HA Name<br><br><b>Troy Housing Authority</b> | Submission (mark one)<br><input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Revised Annual Statement / Revision No. ____<br><input checked="" type="checkbox"/> Performance & Evaluation Report as of <b>6/30/03</b> (submitted with 2004 Annual Plan) |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| Section 1: Replacement Reserve Status                                                                                       | Estimated     | Actual        |
|-----------------------------------------------------------------------------------------------------------------------------|---------------|---------------|
| 1. Replacement Reserve Interest Earned (account 6200/1420.7; equals line 17 of section 2, below) <b>T-Bill Rate = 1.31%</b> | 137,647.47    | 230,099.72    |
| 2. Replacement Reserve Withdrawal (equals line 16 of section 2, below)                                                      | 20,500.00     | 20,500.00     |
| 3. Net Impact on Replacement Reserve (line 1 minus line 2; equals line 18 of section 2, below)                              | 117,147.47    | 209,599.72    |
| 4. Current FFY Funding for Replacement Reserve (line 15 of form HUD-52837)                                                  | 269,645.00    | 269,645.00    |
| 5. Replacement Reserve Balance at End of Previous Program Year (account 2830)                                               | 10,305,206.69 | 10,305,206.69 |
| 6. Replacement Reserve Balance at End of Current Program Year (line 4 + line 5 + (or -) line 3) (account 2830)              | 10,691,999.16 | 10,784,451.41 |

| Section 2: Replacement Reserve Withdrawal Report                    | Estimated Cost    |                  | Actual Cost       |
|---------------------------------------------------------------------|-------------------|------------------|-------------------|
| Summary by Account (6200 subaccount)                                | Column 1 Original | Column 2 Revised | Column 3 Expended |
| 1. Reserved                                                         |                   |                  |                   |
| 2. 1406 Operations                                                  |                   |                  |                   |
| 3. 1408 Management Improvements                                     |                   |                  |                   |
| 4. 1410 Administration                                              | 350,000.00        | 143,054.00       |                   |
| 5. 1415 Liquidated Damages                                          |                   |                  |                   |
| 6. 1430 Fees and Costs                                              | 350,000.00        | 545,000.00       | 20,500.00         |
| 7. 1440 Site Acquisition                                            |                   |                  |                   |
| 8. 1450 Sites Improvement                                           | 226,000.00        | 50,000.00        |                   |
| 9. 1460 Dwelling Structures                                         | 4,279,663.00      | 6,295,002.00     |                   |
| 10. 1465 Dwelling Equipment -Nonexpendable                          | 50,000.00         | 50,000.00        |                   |
| 11. 1470 Nondwelling Structures                                     |                   |                  |                   |
| 12. 1475 Nondwelling Equipment                                      |                   |                  |                   |
| 13. 1485 Demolition                                                 |                   |                  |                   |
| 14. 1495 Relocation Costs                                           | 52,000.00         | 30,000.00        |                   |
| 15. 1498 Mod Used for Development                                   |                   |                  |                   |
| 15.5 1502 Contingency                                               | 417,360.00        | 0.00             |                   |
| 16. Replacement Reserve Withdrawal (sum of lines 2 thru 15)         | 5,725,023.00      | 7,113,056.00     | 20,500.00         |
| 17. 1420.7 Replacement Reserve Interest Income                      | (0)               | 230,099.72       | 230,099.72        |
| 18. Net Withdrawal from Replacement Reserve (line 16 minus line 17) | 5,725,023.00      | 6,882,956.30     | (209,599.72)      |
| 19. Amount of line 16 related to LBP Activities                     |                   |                  |                   |
| 20. Amount of line 16 related to Section 504 Compliance             |                   |                  |                   |
| 21. Amount of line 16 related to Emergencies                        |                   |                  |                   |

|                                     |      |                                   |      |
|-------------------------------------|------|-----------------------------------|------|
| Signature of the Executive Director | Date | Signature of Field Office Manager | Date |
|-------------------------------------|------|-----------------------------------|------|



**Annual Statement  
P and E Report  
on Replacement Reserve  
Comprehensive Grant Program**

**US Department of Housing and Urban Development  
Office of Public and Indian Housing**

| <b>Part II: Supporting Pages</b> |                                                                                                                                                                                                                                                                                                                                |             |                      |                     |                          |                         |                         |
|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|----------------------|---------------------|--------------------------|-------------------------|-------------------------|
| Development                      |                                                                                                                                                                                                                                                                                                                                | Development |                      |                     |                          |                         |                         |
| Number/Name                      | General Description of                                                                                                                                                                                                                                                                                                         | Account     | Total Estimated Cost |                     | Total Actual Cost        |                         |                         |
| HA-Wide                          | Major Work Categories                                                                                                                                                                                                                                                                                                          | Number      | Original             | Revised <u>1</u>    | Funds Obligated <u>1</u> | Funds Expended <u>1</u> | Status of Proposed Work |
| Activities                       |                                                                                                                                                                                                                                                                                                                                |             |                      |                     |                          |                         |                         |
| THA-Wide                         | <b>ADMINISTRATION</b>                                                                                                                                                                                                                                                                                                          | 1410        | 220,500.00           | 90,124.00           | 74,059.00                | 41,617.00               |                         |
|                                  | Salaries for Comp Grant Dept.<br>Mod Coordinator, Housing<br>Project Manager                                                                                                                                                                                                                                                   |             |                      |                     |                          |                         |                         |
|                                  | Fringe benefits for above                                                                                                                                                                                                                                                                                                      |             | 129,500.00           | 52,930.00           | 34,000.00                | 24,442.00               |                         |
|                                  | <b>Sub-Total</b>                                                                                                                                                                                                                                                                                                               |             | <b>350,000.00</b>    | <b>143,054.00</b>   | <b>108,059.00</b>        | <b>66,059.00</b>        |                         |
| NY012-002                        | <b>A/E FEES</b>                                                                                                                                                                                                                                                                                                                | 1430        | 350,000.00           | 545,000.00          | 337,527.00               | 225,578.60              |                         |
| John P.<br>Taylor Apts           | For rehabilitation of Bldg. 3 -<br>John P. Taylor Apts                                                                                                                                                                                                                                                                         |             |                      |                     |                          |                         |                         |
|                                  | <b>Sub-Total</b>                                                                                                                                                                                                                                                                                                               |             | <b>350,000.00</b>    | <b>545,000.00</b>   | <b>337,527.00</b>        | <b>225,578.60</b>       |                         |
| NY012-002                        | <b>SITE IMPROVEMENTS</b>                                                                                                                                                                                                                                                                                                       | 1450        | 226,000.00           | 50,000.00           | 300.00                   | 300.00                  |                         |
| John P.<br>Taylor Apts           | Exterior site lighting -<br>playground area, tree removal<br>& new tree planting, new<br>sidewalks & site fencing,<br>topsoil & lawns, recondition<br>parking lot, new stairs &<br>handicap ramp, temporary<br>construction fencing                                                                                            |             |                      |                     |                          |                         |                         |
|                                  | <b>Sub-Total</b>                                                                                                                                                                                                                                                                                                               |             | <b>226,000.00</b>    | <b>50,000.00</b>    | <b>300.00</b>            | <b>300.00</b>           |                         |
| NY012-002                        | <b>DWELLING STRUCTURES</b>                                                                                                                                                                                                                                                                                                     | 1460        | 4,279,663.00         | 6,295,002.00        | 0.00                     | 0.00                    |                         |
| John P.<br>Taylor Apts           | Asbestos & lead abatement,<br>renovate 1st floor for The Ark,<br>demolition of floors 2-9 for 64<br>new apts., replace elevators,<br>new bathrooms & kitchens,<br>new boilers/gas service, new<br>hot water quipment,sprinklers,<br>new electric service, individual<br>apt. meters, new interior &<br>exterior lighting, etc. |             |                      |                     |                          |                         |                         |
|                                  | <b>Sub-Total</b>                                                                                                                                                                                                                                                                                                               |             | <b>4,279,663.00</b>  | <b>6,295,002.00</b> | <b>0.00</b>              | <b>0.00</b>             |                         |

1To be completed at the end of the program year.

**Annual Statement  
P and E Report  
on Replacement Reserve  
Comprehensive Grant Program**

**US Department of Housing and Urban Development  
Office of Public and Indian Housing**

|                        |                                                                                                           |      |                     |                     |                   |                   |
|------------------------|-----------------------------------------------------------------------------------------------------------|------|---------------------|---------------------|-------------------|-------------------|
| NY012-002              | <b>DWELLING EQUIPMENT</b>                                                                                 | 1465 | 50,000.00           | 50,000.00           | 0.00              | 0.00              |
| John P.<br>Taylor Apts | Ranges & Refrigerators;<br>replace existing ranges &<br>refrigerators with energy<br>efficient appliances |      |                     |                     |                   |                   |
|                        | <b>Sub-Total</b>                                                                                          |      | <b>50,000.00</b>    | <b>50,000.00</b>    | <b>0.00</b>       | <b>0.00</b>       |
| NY012-002              | <b>RELOCATION COST</b>                                                                                    | 1495 | 52,000.00           | 30,000.00           | 26,150.38         | 26,150.38         |
| John P.<br>Taylor Apts | Tenant moving and The Ark<br>relocation costs                                                             |      |                     |                     |                   |                   |
|                        | <b>Sub-Total</b>                                                                                          |      | <b>52,000.00</b>    | <b>30,000.00</b>    | <b>26,150.38</b>  | <b>26,150.38</b>  |
| NY012-002              | <b>CONTINGENCY</b>                                                                                        | 1502 | 417,360.00          | 0.00                | 0.00              | 0.00              |
| John P.<br>Taylor Apts | Provide funds for<br>unforeseeable change orders                                                          |      |                     |                     |                   |                   |
|                        | <b>Sub-Total</b>                                                                                          |      | <b>417,360.00</b>   | <b>0.00</b>         | <b>0.00</b>       | <b>0.00</b>       |
|                        | <b>TOTAL</b>                                                                                              |      | <b>5,725,023.00</b> | <b>7,113,056.00</b> | <b>472,036.38</b> | <b>318,087.98</b> |

# 2004 AGENCY PLAN - RESIDENT ADVISORY COUNCIL

## COMMENTS FROM MEETING ON SEPTEMBER 24, 2003

### Meeting Participants

| NAME               | REPRESENTING      | NAME           | REPRESENTING            |
|--------------------|-------------------|----------------|-------------------------|
| Wanda Lutz         | Kane Apartments   | Debbie Butler  | Taylor Apartments       |
| Arlene Cahill      | Kane Apartments   | Virginia Clark | Taylor Apartments       |
| Martha Wooden      | Griswold Heights  | Nancy Edwards  | REACT/Corliss Park      |
| Anna Joels         | Fallon Apartments | Dick Lewis     | REACT/Grand Street      |
| Christine Posefsky | Kennedy Towers    | Helen Leppanen | THA – Resident Services |
| Alice Molesky      | Kennedy Towers    | Chris Degnan   | THA – Tenant Relations  |
| Rose Adams         | Corliss Park      | Tom Hulihan    | THA – Planning          |

Overview of process and plan was provided, changes and highlights were discussed in detail. The following comments were received and recorded relative to the plan.

**RE: Flat Rents – The Troy Housing Authority proposes to commission a consultant to assist in the Rent Reasonableness Study to determine appropriate Flat Rents.**

- Tenants expressed that rents should not be based on Gross Income, they should be based on Net Income (“Take Home Pay”).
  - **THA Response:** Rent calculation formulas are established by the U.S. Department of Housing and Urban Development (HUD). We will forward this comment to HUD with our Agency Plan.
- Tenants expressed concerns about how the study would be conducted. Tenants were especially concerned about comparisons made between public housing and apartments available on the open market as well as the notion that different rents might be appropriate for different areas of the city.
  - **THA Response:** We recognize the need to include tenants in the rent reasonableness study. When we commission a consultant we will require that meet with the Resident Advisory Board at the outset of their work to discuss process and again when they are done to discuss conclusions. The THA Board of Commissioners will then consider comments from RAB and all other relevant issues when making a final determination on Flat Rents.

**RE: Deconcentration and Income Mixing**

- Tenants were very concerned with the notion that housing authorities might need to manipulate admissions to achieve income average balance between different sites. They believe strongly that housing choice should be guided by the person seeking and apartment, and that incentives and/or dis-incentives should not be used.
  - **THA Response:** We are proposing that the slight concentration of poverty will be corrected naturally as the effected is renovated or replaced. We are not looking to initiate incentives or dis-incentives.

**RE: Capital Fund Program**

- Tenants expressed that kitchen cabinet replacement at Kane Apartments and improving the effectiveness of the pull cord system are items that might need to be included in the near future.
  - **THA Response:** We will look in to the extent of the need and determine if these are Capital Improvement items or Maintenance items.

**RE: Community Service Policy**

- Tenants expressed appreciation for streamlining process to allow for documentation to be submitted annually, rather than monthly. They suggested further streamlining of forms so that one form can be submitted for the year, rather than a form that needs to be completed each month and then submitted at the annual re-certification.
  - **THA Response:** We will modify the form so that it can be completed once per year, but still document compliance with the eight hours per month requirement, and be submitted at annual re-certifications. The form will be mailed to all non-exempt tenants with their re-certification packets.

# 2004 AGENCY PLAN – PUBLIC COMMENT MEETING

September 22, 2003 6:00 PM at Kane Apartments

## Participants

| NAME | REPRESENTING |
|------|--------------|
|      |              |

Meeting was publicly noticed in the local newspaper on August 5, 2003. Director of Planning and Program Development was at this location from 5:45 PM to 6:30 PM but no one from the public arrived to attend the meeting.

There was, however, one telephone response to the Public Notice that resulted in a letter dated September 11, 2003 from Marta L. Tuthill, Adult Services Supervisor and Homeless Families Coordinator for the Rensselaer County Department of Social Services (RCDSS). Ms. Tuthill expressed concern about families that are temporarily housed on an emergency basis outside of the City of Troy by RCDSS. Presently, these families lose their City of Troy Residency Preference and they are moved further down on our waiting list. Ms. Tuthill concluded by indicating that she was not advocating for extra points for homeless families, but requested that the preferences be reworded so those homeless families from Troy do not lose their standing on the list when they are forced to accept emergency shelter outside of Troy.

**Troy Housing Authority Proposed Response:** We were previously apprised of the exorbitant expenses and inconveniences associated with the emergency placement of families outside of the city and feel we should assist this governmental entity in effectively and efficiently meeting the needs of families in our community. We were already exploring ways to streamline and simplify our Preference System and will incorporate wording to accommodate the request of RCDSS.

The proposed new Preference System for the Troy Housing Authority, effective January 1, 2004, will have two potential preference points:

- 1\* Working families and those unable to work because of age (65+) or disability not related to alcohol or other substance abuse
- 1\* Applicants who live in Troy, New York (including applicants temporarily sheltered outside the city, through no fault of their own, by Rensselaer County Department of Social Services whose last permanent address was within the City of Troy).

**SECTION 8 PROJECT-BASED VOUCHERS PLANS FOR 2004**  
**(ny012a10)**

The Troy Housing Authority plans to pursue the project-basing of Section 8 Vouchers, up to the maximum allowable, in accordance with the Initial Guidance on Revisions to PHA Project Based Assistance Program published in the Federal Register on January 16, 2001 (66 FR 3605). Based on the number of Section 8 Vouchers we will administer in 2004 (804), the housing authority may pursue project-basing up to 160 vouchers. Such project-basing will occur within the City of Troy in areas and buildings that are most suited to the populations being served.

Presently within the City of Troy, participants within the Section 8 Program are finding it increasingly more difficult to locate apartments that meet their needs and measure up to Housing Quality Standards. This is especially true for our frail elderly population and for families with young children. For the frail elderly there are a limited number of apartments that are handicapped adaptable and offer the array of services they need to remain in the community. Additionally, due to the age of the housing stock within the city, many families with young children are finding it difficult to locate apartments that are free of the hazards associated with lead-based paint.

During 2004 the Troy Housing Authority plans to project-base former NYS Public Housing units being revitalized using Low-Income Housing Tax Credits at the John F. Kennedy Towers at 2100 Sixth Avenue (in Qualified Census Tract 407). When completed, the 265 very small studio and 1-bedroom units at Kennedy Towers will be transformed into approximately 135 spacious one and two bedroom apartments that are all handicapped adaptable. Additionally, the Troy Housing Authority may pursue during 2004, the project-basing of units that have been freed of the hazards associated with lead paint and are otherwise suited to families with young children. Project basing of such units for these populations is consistent with the PHA Plan for the Troy Housing Authority and will assure the greater availability of such units for Section 8 participants now and into the future. The exact location of these units has not yet been determined.

# TROY HOUSING AUTHORITY FOLLOW UP PLAN FOR THE 2002 RESIDENT SERVICE AND SATISFACTION SURVEY

The Troy Housing Authority recognizes the importance of the Resident Service and Satisfaction Survey (RASS). We were disappointed with our 26% response rate and we are exploring why 46 of the 472 surveys sent were undeliverable. We are also interested in understanding why only 66 surveys were sent to our largest site, Griswold Heights with 390 units. Based on our calculations the survey went to 36.99% of our apartments, but only 16.92% of our Griswold Heights tenants were surveyed when we understood that the canvassing would be proportionate.

To Promote the survey we circulated flyers in English and Spanish, published articles in our newsletter, and held two informational meetings (one during the day and one in the evening). We will continue to do all that we can to improve our response rate for the next survey cycle.

Of the 472 surveys sent to Troy Housing Authority residents 110 surveys were returned (approximately 10% of our occupied units). From these responses significant data was generated that will help us to understand the perceptions of our residents and make improvements where appropriate.

| Survey Section          | National Average | THA 2002     | THA 2001 | Comments                                                                                                         |
|-------------------------|------------------|--------------|----------|------------------------------------------------------------------------------------------------------------------|
| Maintenance & Repair    | 89.5%            | <b>88.7%</b> | 87.4%    | THA Scores improved from last year & approximate National Average                                                |
| Communication           | 76.8%            | <b>75.6%</b> | 69.4%    | THA Scores improved from last year & approximate National Average                                                |
| Safety                  | 76.9%            | <b>75.1%</b> | 59.9%    | THA Scores improved from last year & approximate National Average                                                |
| Services                | 92.7%            | <b>97.6%</b> | 98.4%    | THA Score consistent with last year, still above National Average                                                |
| Neighborhood Appearance | 78.0%            | <b>67.1%</b> | 58.0%    | THA Scores improved from last year, not yet up to National Average<br>----- <b>Follow-up Plan Required</b> ----- |

While most scores improved from last year and are on par with HUD National Averages, our commitment to improving our scores is steadfast. Therefore, we have produced this follow-up plan.

## **NEIGHBORHOOD APPEARANCE - REQUIRED**

While the Troy Housing Authority Average Score in this section, 67.1%, represents an increase from last year's score of 58.0%, we still lag behind the National Average of 78.0%. Our scores were actually on par with or better than National Averages at several sites: Fallon/Sweeney (76.6%), Kane (86.7%), Grand Street (82.4%), Conway Court (85.1%). At the same time we were below National Averages at other sites: Corliss Park (61.7%), Taylor Apartments (68.6%), Phelan Court (66.4%), Martin Luther King (64.0%) and Griswold Heights (62.8%). This breakdown is consistent with Capital Improvements underway – the sites on par with or above the National Average have recently received significant investment in building &/or grounds improvements and the sites below the National Average are about to receive significant investment in building &/or grounds improvements.

Looking at individual questions in this section, Noise was also identified as a problem (THA Score 67.4%; National Average 71.7%) and our scores seemed particularly low related to Satisfaction with Upkeep of:

- Parking Areas (THA Score 64.4%; National Average 70.0%)
- Recreation Areas (THA Score 66.6%; National Average 67.7%)
- Common Areas – stairways, walkways, hallways, etc. (THA Score 68.3%; National Average 74.5%)

Parking Areas, Playgrounds and Recreational Facilities improvements have recently occurred and/or are presently underway at several sites and we will work with Maintenance Staff and/or Tenant Associations on upkeep of these facilities. Newly hired Lease Enforcement Aides have been focusing on the delivery of precepts but eventually they will begin addressing quality of life issues like noise and trash.

## **MAINTENANCE and REPAIR**

While all of the Troy Housing Authority average scores to the individual questions in this component were on par with the National Averages, we will strive to improve in this area in the year ahead. Our lowest score again pertained to satisfaction with “how well repairs were done.” Our score of 75.2% was on par with the National Average of 77.8% but we still would like to improve in this area. We have recently hired additional craftsmen to perform certain specialty work within our maintenance department and will continue to send staff to training related to performing specific repairs.

## **COMMUNICATION**

Again, while all of the Troy Housing Authority average scores to the individual questions in this component were on par with the National Averages, we will strive to improve in this area in the year ahead. Specifically, we noted that our lowest score in this section came from a site with no active Tenant Association (Phelan Court). Our score for this section from this site was 60.9%, while our average score was 75.6% and the National Average was 76.8%. We are presently working to generate community involvement within this development through activities overseen by our Resident Program Coordinator.

## **SAFETY**

We are most pleased with our improved score in this area, going from 59.9% in 2001 to 75.1% in 2002. Most of the THA responses to questions within this category were on par with National Average, with the one exception continuing to be Resident Screening. This seems to be a system wide concern since the Troy Housing Authority Average Score of 61.8% represents a drop from last years score of 66.0%, and continues to be well below the National Average of 80.4%. The Troy Housing Authority does conduct thorough screenings of all new residents and we have expanded this to include nation-wid criminal background checks. We will work on methods to get the word out about the screening process all new residents go through (e.g. an article in our newsletter).

## **SERVICES**

Data in this category was most satisfactory and all THA Average Scores continue to be above the National Averages. This seems to be related to our response time in addressing both emergency and non-emergency repairs. We will continue to work with our maintenance staff to make all repairs in a timely and efficient manner.