

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

PHA Plans

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

(May 13, 2004)

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

**PHA Plan
Agency Identification**

PHA Name: Town of Chapel Hill Department of Housing, 317 Caldwell Street Extension, Chapel Hill, NC 27516 (919) 968-2850

PHA Number: NC046

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

Public Access to Information

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

- Main administrative office of the PHA – 317 Caldwell St. Ext., Chapel Hill
- 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 - 317 Caldwell St. Ext., Chapel Hill
- PHA development management offices
- PHA local offices
- Main administrative office of the local government – Clerk’s Office: 306 N. Columbia St., Chapel Hill, NC 27516
- 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 – 317 Caldwell, St. Ext. Chapel Hill
- 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 mission of the Chapel Hill Housing Department is to provide decent, safe, and affordable rental housing for low-income families. Our mission is also to provide services to help public housing families improve basic life skills and achieve economic independence.

B. Goals

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

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

PHA Goal: Expand the supply of assisted housing

Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments
- Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score) **Achieve high performer rating by 6/30/05**
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

Renovate or modernize public housing units: **Complete renovation work as described in the 2005 annual statement by June 30, 2005.**

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling:

Conduct outreach efforts to potential voucher landlords

Increase voucher payment standards

Implement voucher homeownership program:

Implement public housing or other homeownership programs:

Implement public housing site-based waiting lists:

Convert public housing to vouchers:

Other: (list below)

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

PHA Goal: Provide an improved living environment

Objectives:

Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: **Implement measures as described in deconcentration plan.**

Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

Implement public housing security improvements:

Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

Other: (list below)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families: **50% of self-sufficiency participants will be employed by June 30, 2005**
- Provide or attract supportive services to improve assistance recipients' employability: **To partner with 20 local agencies and organizations by June 30, 2005**
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

Continue to comply with Title VI of the Civil Rights Act of 1964 and all other applicable federal laws and regulations to ensure that admission to and occupancy of public housing neighborhoods is conducted without regard to race, color, religion, creed, sex, disability, or national origin.

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

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2004
[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 Town of Chapel Hill Department of Housing, in keeping with its mission and that of the U.S. Department of Housing and Urban Development, will provide safe, decent, and sanitary housing for citizens of Orange County.

The Department of Housing concentrates on three main areas to accomplish this goal by operating and offering the following: 1) Apartment Refurbishing program; 2) Preventive Maintenance and Safety program; and, 3) Self-sufficiency programs.

The goal of the refurbishing program is to refurbish all 336 public housing apartments over a five-year cycle. To this end, the Department of Housing has appropriated funds under the Community Block Grant program to pay for the refurbishing work. It is estimated that a minimum of 38 apartments will be refurbished during the upcoming year.

In keeping with the goal of preventive maintenance and safety, the Department of Housing continues to inspect all 336 apartments quarterly. In addition, to further provide for and ensure the well-being of residents, repairs needed to ensure the safety are made immediately, while non-emergency and non-safety preventive maintenance repairs are carried out on a regular work schedule.

The Department of Housing offers two voluntary self-sufficiency programs to support residents in their efforts toward greater economic independency and quality of life: 1) ACHIEVE! Family Self-sufficiency program provides a community support network by building interagency collaboration; and, 2) Transitional Housing program designed to prepare families for the move from public housing to private market housing.

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 2005 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2005 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	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	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input type="checkbox"/> check here if included in the public housing A & O Policy	
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	(PHDEP Plan)	
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
X	Deconcentration Analysis	Annual Plan: Other Info
X	Voluntary Conversion Documentation	Annual Plan: Other Info
X	Resident Satisfaction Survey Follow-up Plan Information	Annual Plan: Other Info
X	Community Service and Self-Sufficiency Policy	Annual Plan: Other Info

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

In an effort to streamline several programs, the U. S. Department of Housing and Urban Development (HUD) requires all jurisdictions that receive federal Community Development Block Grant (CDBG) Funds, federal HOME Program funds, Emergency Shelter Grants (ESG) and grants for Housing Opportunities for People with AIDS (HOPWA) to submit a Consolidated Plan for Housing and Community Development Programs.

The Town of Chapel Hill receives federal CDBG funding each year and the Orange County HOME Consortium receives HOME funding each year. Since the Town of Chapel Hill is a member of the Orange County HOME Consortium, the County submits one plan that details the housing needs and activities of the entire County including Chapel Hill. The Town's Community Development annual plan and housing and community development needs are also in this Plan.

The Consolidated Plan not only serves as an application for each of the four programs, but also seeks to further the statutory goals of these programs through a collaborative process whereby a community establishes a unified vision of housing and community development actions to address identified housing needs.

The Orange County HOME Consortium submitted the 2000-2005 Consolidated Plan to HUD in May 2000 that was approved in July 2000. Each year, the Consortium is required to submit an annual update to the 2000-2005 Consolidated Plan to HUD.

Public hearings were held by the Chapel Hill Town Council to receive citizen comments regarding housing and community development needs and the proposed use of \$711,000 in CDBG funds that Chapel Hill will receive in the 2004-2005 fiscal year, and a grant of \$739,050 and matching funds of \$166,286 that the Orange County HOME Consortium will receive in 2004-2005. The Orange County Board of Commissioners also held a public hearing regarding housing needs and the use of HOME funds. The Annual Update will be approved by each jurisdiction participating in the HOME Consortium.

The 2003-2004 Annual Update identified eight housing priorities: 1) Rehabilitation assistance for very low and low-income homeowners and renters; 2) Reduce the number of housing units without indoor plumbing; 3) Assistance to households at less than 80% of median family income to connect with public water and sewer systems; 4) Facilitate the construction of new or substantially rehabilitated housing units that are affordable to families below 60% of the area median income; 5) Facilitate the construction of up to 50 new units of rental housing affordable to very low and low-income families; 6) Create transitional housing units for shelter residents who

can live independently; 7) Assist local non-profit human service agencies to provide a continuum of housing options for special populations, including older adults, the disabled, the mentally ill, and persons with AIDS; and, 8) Facilitate the purchase of new and existing housing units by first-time homebuyers with incomes 80% and below of the area median income.

The Plan also identified the following non-housing Community Development priorities: 1) Provide economic development opportunities to low and moderate income citizens in Chapel Hill; 2) revitalize the business areas serving low-income neighborhoods of Chapel Hill; and 3) provide funds to activities that support other Community Development objectives and activities or serve public housing residents.

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	6,899	5	4	4	3	3	5
Income >30% but <=50% of AMI	5,319	5	4	4	3	3	5
Income >50% but <80% of AMI	8,741	4	4	4	2	3	4
Elderly	4,526	3	4	2	2	2	2
Families with Disabilities	9,211	5	5	3	5	2	2
African-American	564*	4	4	4	2	3	4
Caucasian	527*	4	4	4	2	3	4

*Homeless Shelter figures

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: **Town of Chapel Hill**
Indicate year: **2003-2004**
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	195		50
Extremely low income <=30% AMI	188	96	
Very low income (>30% but <=50% AMI)	4	2	
Low income (>50% but <80% AMI)	3	2	
Families with children	153	78	
Elderly families	5	3	
Families with Disabilities	6	3	
Caucasian	22	10	
African-American	169	87	
Asian	1	1	
Other	3	2	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	53	27	
2 BR	94	48	
3 BR	31	16	

Housing Needs of Families on the Waiting List			
4 BR	11	6	
5 BR	6	3	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

In order to comply with the Deconcentration Plan related to poverty levels and income-mixing requirements of the Quality Housing and Work Responsibility Act of 1998, the Chapel Hill Housing Department intent is to maintain a tenant body in each neighborhood composed of families with a broad range of incomes and rent-paying ability. The Department developed and employed admissions preferences for working families. The Department will continue also to provide supportive services with focus on self-sufficiency for its residents through the ACHIEVE! program.

The Chapel Hill Department of Housing also will focus on the rehabilitation and modernization of its public housing units. By increasing the marketability of these units, we can lower the vacancy rate and help raise the Public Housing Assessment System (PHAS) score.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	1,135,085	
b) Public Housing Capital Fund	453,453	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
h) Community Development Block Grant	150,000	Public Housing capital improvements
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	363,846	Public Housing operations
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	2,102,384	

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)
- Other: **Initial screening at application; update screening within 10-15 days of apartment becoming available and unit being offered**

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: **screening conducted when filling vacant, newly renovated units**
- Other (describe)

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

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

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

(2)Waiting List Organization

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

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

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

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

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: **The above apply when solvency permits**

c. Preferences

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements: **96% of applicants on the waiting list have incomes below 30% of the median**

(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: **New Tenant Orientation**

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: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If, no this section is complete. If yes, continue to next question

- b. Yes No: Do any of these covered developments have an average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

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

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:

We follow the HUD allowed exemptions. Exceptions to the Minimum Rent requirement for a 90-day period will be allowed for the following financial hardships:

- **The family has lost eligibility or is awaiting an eligibility determination for a Federal, State, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996;**
- **The family would be evicted as a result of the imposition of the minimum rent requirement;**
- **The income of the family has decreased because of changed circumstance, including loss of employment, or**
- **A death in the family has occurred.**

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never

- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)

If the increase of income is fifty dollars or higher, the Total Tenant Payment will not be increased by more than 10 percent during any twelve month period as a result of redefinition or changes in government regulations; however, Total Tenant Payment may be increased by more than 10 percent during any twelve month period to the extent that the increase is attributable to an increase in earned income. Total Tenant Payment does not include charges for maintenance or other miscellaneous charges.

- Other: Any time a family experiences a permanent income decrease

- 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:

In accordance with the Quality Housing and Work Responsibility Act of the U.S. Department of Housing and Urban Development all public housing agencies are required to establish flat rents for their public housing units. Flat rents for public housing units are to be established based on fair market rental values.

Residents may choose to pay rent based on the flat rent schedule or continue to pay based on 30 percent of the adjusted household income.

Residents who choose to pay the flat rent will have their incomes recertified every three years. The Quality Housing and Work Responsibility Act requires that the Housing Department switch a resident from a flat rent to an income-based rent if the resident can't pay the flat rent due to financial hardship under the following situations: 1) Income of the family has decreased because of changed circumstances, loss or reduction in employment, death in the family, and reduction in or loss of income other assistance and 2) An increase, because of changed circumstances, in the family's expenses for medical costs, child care, transportation, education, or similar items.

If a resident switches from flat rent to income-based rent, the resident must continue paying the income-based rent until the end of the annual recertification period.

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:

The Department of Housing is a division of the Town of Chapel Hill organizational structure. Organizational charts for Town administration and for the Housing Department are attached

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	334 Units	50 Units
Section 8 Vouchers	N/A	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)	N/A	

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

- **Description of Maintenance Programs**
- **Inventory Policy**
- **Schedule of Maintenance Charges**
- **Inspection Procedures and Methods**
- **Rehabilitation Standards**
- **Personnel Policy Manual**
- **Administrative Manual**
- **Procurement Policy**
- **Admissions and Continued Occupancy Policy**

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)

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) **Capital Fund Program—The Capital Fund Annual Statement is attached (Draft pending approval on 4/26/04)**

-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) **Capital Fund Program (Draft pending approval on 4/26/04)**

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

- Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If

“yes”, skip to component 9. If “No”, complete the Activity Description table below.)

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)	

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

6. Coverage of action: (select one)

- Part of the development
 Total development

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? 08/24/95*
(*Original date of agreement—Updated 03-29-04)

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)
Self-Sufficiency – financial, employment, education, skills training, and home-ownership opportunities	8	Specific criteria	PHA Main Office/Offices of County Government	Public Housing
Community development activities– computer labs, GED program, post-secondary scholarships, youth scholarships and activities	20	Self-referred and random selection	Chapel Hill Police Department	Public Housing
Residents’ Council - training of residents, information and resource services, advocacy, and transportation	10	Voluntary participation	PHA Main Office/ Family Resource Centers in several housing communities	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	N/A – Not a mandated program	6 as of 4/15/04
Section 8		

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

If no, list steps the PHA will take below:

N/A – Not a mandated program

C. Welfare Benefit Reductions

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

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

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

In accordance with PIH Notice 2003-17 re: the Reinstatement of the Community Service and Self Sufficiency Requirement, a Community Service and Self-Sufficiency Program has been instituted. (See Community Service and Self-Sufficiency Policy attached.)

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 use to determine the need for PHA actions to improve safety of residents (select all that apply).

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

3. Which developments are most affected? **All developments are affected.**

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design

- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? **All developments are affected.**

C. Coordination between PHA and the police

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

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

2. Which developments are most affected? **All developments are affected.**

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 2004 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Pursuant to 24 CFR Part 960 of the Federal Register issued July 10, 2000, public housing residents may own common domesticated household pets. Ownership shall also be subject to the Code of Ordinances of the Town of Chapel Hill and animal control laws.

There is recognition that some pets are used to assist persons with disabilities. Therefore, assistive animals (as required under the American Disabilities Act) shall be

permitted with no restrictions other than to maintain the apartment and associated areas in a decent, safe, and sanitary manner to refrain from neighborhood disturbances.

All residents may own common household pets. In multi-family and multi-building public housing developments, consideration must be given to the safety and peaceful enjoyment of all residents. Because Chapel Hill's public housing consists of multi-building developments pet ownership shall be permitted on a limited basis.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

The Chapel Hill Carrboro Residents’ Council reviewed the PHA Plans on April 8, 2004. The Department is within the guidelines of the requirements and procedures of the Housing and Urban Development. We will continue to monitor the progress of the plans.

In the reviewing process, the Board of the Residents’ Council realized the plans should include ways to deal with safety of our communities. Crime has increased and we know that police reports are not written every time during police calls to the community. This doesn’t show the crime activities of the communities. As residents, we are seeing policemen in our communities almost every day. Residents are concern about drug activities in the view of our children.

Please consider this as you continue to improve services to our communities and families.

Residents’ Council Board

<u>Name</u>	<u>Position</u>	<u>Community</u>
Tunisia O. Muhammed	Chair	Residents’ Council
Felinda Degraffenreid	Secretary	S. Estes Drive
Evangalee Shuler	Treasurer	Craig/Gomains
Anita McCauley	Asst. Treasurer	Trinity Ct./Pritchard Pk.
Willie Jean Scott	Director	Church/Caldwell
Takesha Kimble	Director	N. Columbia St.
Joann Shirer-Mitchell	RC Director	Residents’ Council

3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
 - The PHA changed portions of the PHA Plan in response to comments
List changes below:
 - Other: (list below)

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

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

3. Description of Resident Election Process

All Housing Advisory Board members are appointed by the Mayor and the Town Council of the Town of Chapel Hill. The current resident representatives on the Board are Tracey Dudley, whose term will expire in 6/06 and Evangalee Shuler, whose term also expires in 6/06.

- 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: **Candidates submit application to Mayor and Chapel Hill Town Council**

- b. Eligible candidates: (select one)
- Any recipient of PHA assistance
 - Any head of household receiving PHA assistance
 - Any adult recipient of PHA assistance
 - Any adult member of a resident or assisted family organization
 - Other (list)

- c. Eligible voters: (select all that apply)
- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
 - Representatives of all PHA resident and assisted family organizations
 - Other: **Mayor and Chapel Hill Town Council appoint members from the**

submitted applications

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: **Chapel Hill, NC**
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)

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

The Consolidated Plan of the jurisdiction supports the PHA Plan by annually convening public hearings to hear citizen comments regarding housing and community development needs and proposed activities.

The 2003-2004 Annual Update identified eight housing priorities: 1) Rehabilitation assistance for very low and low-income homeowners and renters; 2) Reduce the number of housing units without indoor plumbing; 3) Assistance to households at less than 80% of median family income to connect with public water and sewer systems; 4) Facilitate the construction of new or substantially rehabilitated housing units that are affordable to families below 60% of the area median income; 5) Facilitate the construction of up to 50 new units of rental housing affordable to very low and low-income families; 6) Create transitional housing units for shelter residents who can live independently; 7) Assist local non-profit human service agencies to provide a continuum of housing options for special populations, including older adults, the disabled, the mentally ill, and persons with AIDS; and, 8) Facilitate the purchase of new and existing housing units by first-time homebuyers with incomes 80% and below of the area median income.

The Plan also identified the following non-housing Community Development priorities: 1) Provide economic development opportunities to low and moderate income citizens in Chapel Hill; 2) revitalize the business areas serving low-income neighborhoods of Chapel Hill; and 3) provide funds to activities that support other Community Development objectives and activities or serve public housing residents.

D. Other Information Required by HUD

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

Below is the follow-up plan to address the deficient areas as reported in the HUD Customer Satisfaction Survey. The area to be addressed is Neighborhood Appearance. The Department of Housing continues to work closely with the Town of Chapel Hill's Public Works Department to address residents' concerns.

In the Neighborhood Appearance category, the areas needing improvement were exterior buildings including parking, common, and recreational areas and noise.

- **Exterior or Building Areas: Public Works Dept. will continue to inspect and clean the parking and common areas daily, including removing sediment from curbs and implementing quarterly sweeping (with a street-sweeper machine) and washings (with a street-washer machine) and continue weekly large-item trash removal.**
- **Recreation Areas: Public Works Dept. will continue to inspect and clean the areas including eliminating graffiti within 24 hours of notification and conducting playground safety inspections by a certified Play Ground Specialist**
- **Noise: Greater effort will be taken to ensure that rules pertaining to noise in the lease are evenly applied and uniformly enforced.**

The funding source for the above activities is built into the Departments of Housing and Public Works budgets. These steps will strengthen our continued effort in addressing resident concerns in these areas.

Statement of Progress in Meeting 5-Year Plan's Mission and Goals

The objective of the Refurbishing Program is to ensure that all public housing apartments have been refurbished within the past five years, measured at the end of each fiscal year. Since July 2003 forty-one (41) apartments have been refurbished.

The goal of the Preventive Maintenance and Safety Program is to ensure that all apartments are inspected on a regular basis and that emergency or safety repairs are made immediately and that non-emergency/safety repairs be made on a timely basis. Since July 2003 a regular, quarterly inspection schedule has been implemented and 1,187 safety/preventive maintenance repairs have been completed.

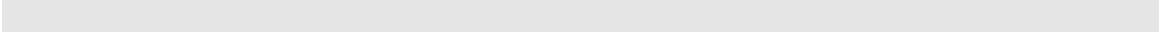
The Family Self-Sufficiency Program (not a mandated program) supports participants in their efforts towards greater self-reliance and economic independence. Currently, there are six (6) participants and twelve (12) participating agency partners.

The Deconcentration Plan has been developed. It's purpose is to maintain a tenant body in each neighborhood composed of families with a broad range of incomes and rent-paying ability, admissions preferences for working families and site-based incentives to prospective tenants.

Attachments

- **Admissions Policy for Deconcentration**
- **FY 2004 Capital Fund Program Annual Statement**
- **PHA Management Organizational Chart with overall Town government organizational structure**
- **FY 2004 Capital Fund Program 5-Year Action Plan**
- **Performance and Evaluation Reports**
- **Comments of Resident Advisory Board**
- **Substantial Deviation and Significant Amendment or Modification**

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



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

PHA Name: Town of Chapel Hill	Grant Type and Number Capital Fund Program Grant No: NC19P04650104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$ 3,000			
3	1408 Management Improvements Soft Costs	\$ 17,500			
	Management Improvements Hard Costs	\$ 7,500			
4	1410 Administration	\$ 22,500			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 145,800			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 103,874			
10	1460 Dwelling Structures	\$ 124,579			
11	1465.1 Dwelling Equipment - Nonexpendable	\$ 28,700			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				

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

PHA Name: Town of Chapel Hill	Grant Type and Number Capital Fund Program Grant No: NC19P04650104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
	Amount of Annual Grant: (sum of lines.....)	\$ 453,453			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security - Soft Costs				
	Amount of line XX Related to Security - Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Town of Chapel Hill		Grant Type and Number Capital Fund Program Grant No: NC19P04650104 Replacement Housing Factor Grant No:					Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
NC46-2/North Columbia St.	Replace refrigerators and ranges		1465.1	11 ea	\$ 7,700				
NC46-6/Colony Woods West	Replace refrigerators and ranges		1465.1	30 ea	\$ 21,000				
					\$ 28,700				
NC46-5/Airport Gardens	Replace furnace with A/C and duct modifications		1460	1 ea	\$ 3,831				
	Washer and dryer connections		1460	26 ea	\$ 12,948				
	Upgrade interior plumbing system		1460	26 ea	\$ 107,800				
					\$ 124,579				
	Grading, groundcover, landscaping and topsoil		1450	3400 cy	\$ 87,574				
	Repair, seal coat and restripe asphalt parking lots		1450	726 sf	\$ 8,500				
	Replace clothesline		1450	26 ea	\$ 7,800				
					\$ 103,874				
HA-Wide Activities	Administrative staff cost		1410.2	1 ea	\$ 15,000				
	Fringe benefits		1410.2	1 ea	\$ 5,500				
	Maintenance training		1410	6 ea	\$ 2,000				
					\$ 22,500				
	Computer software package and upgrades		1408	10 ea	\$ 25,000				
	Architect/Engineering cost for maintenance facility		1430	1 ea	\$ 145,800				
	Resident activities		1406	1 ea	\$ 3,000				

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

PHA Name: Town of Chapel Hill	Grant Type and Number Capital Fund Program Grant No: NC19P04650104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC46-2/North Columbia St.	9/30/2006			9/30/2008			
NC46-6/Colony Woods West							
NC46-5/Airport Gardens	9/30/2006			9/30/2008			
HA-Wide Activities	9/30/2006			9/30/2008			

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Town of Chapel Hill		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 7/1/2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 7/1/2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 7/1/2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 7/1/2008
NC46-5 Airport Gardens	Annual Statement	\$ 130,512			
NC46-2 North Columbia		\$ 249,701	\$ 261,224		
NC46-5 South Roberson			\$ 115,389	\$ 385,613	\$ 15,223
NC46-6 Colony Woods West					\$ 368,190
Administration		\$ 23,400	\$ 24,200	\$ 25,000	\$ 25,800
Fees and Costs	\$ 21,840	\$ 21,840	\$ 21,840	\$ 21,840	
Dwelling Equipment	\$ 28,000	\$ 30,800	\$ 21,000	\$ 22,400	
Total CFP Funds (Est.)		\$ 453,453	\$ 453,453	\$ 453,453	\$ 453,453
Total Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1	Activities for Year Two FFY Grant: 2005 PHA FY: 7/1/2005			Activities for Year Three FFY Grant: 2006 PHA FY: 7/1/2006	
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity
	<u>NC46-5 Airport Gardens</u>			<u>NC46-2 North Columbia</u>	
	Repair/replace storm drainage system	1089 lf	\$ 95,009	Modify kitchen	11 ea
	Repairs to community space	1 ea	\$ 35,503	Install vinyl step treads	396 lf
			\$ 130,512	Architect/Engineering cost	1 ea
				Replace, pressure wash and paint wood siding	32000 sf
	<u>NC46-2 North Columbia</u>			Replace windows including security screen	1728 sf
	Upgrade electrical system	11 ea	\$ 16,500	Replace wood handrail	165 lf
	Replace concrete walk	900 sf	\$ 3,000	Abatement of asbestos tile	10980 sf
	Replace VCT and resilient floor with underlayment	10980 sf	\$ 36,234		
	Replace interior doors with hardware and frame	38 ea	\$ 18,440		
	Relocation costs	11 ea	\$ 11,935		
	Repair drywall and paint interior	11 ea	\$ 18,218	<u>NC46-5 South Roberson</u>	
	Replace security screen door	22 ea	\$ 7,834	Pressure wash	21000 sf
	Replace porch railing and posts	352 lf	\$ 7,603	Architect/Engineering cost	1 ea
	Replace furnace & water heater	11 ea	\$ 44,549	Install washer & dryer connections	15 ea
	Modify bath	11 ea	\$ 30,293	Relocation Costs	15 ea
	Replace gutter and downspouts	1640 lf	\$ 7,364	Replace exterior doors with hardware and frame	30 ea
	Replace wood baseboard, closet shelving & rod	5130 lf	\$ 5,468		
	Install washer & dryer connections	11 ea	\$ 4,009		
	Replace exterior doors with hardware and frame	22 ea	\$ 16,535		
	Replace/repair water & sewer lines	1050 lf	\$ 21,719	<u>PHA Wide</u>	
			\$ 249,701	Refrigerators and ranges	40 ea
	<u>PHA Wide</u>			Administration	1 ea
	Refrigerators and ranges	41 ea	\$ 28,000	Fees and Costs	1 ea
	Administration	1 ea	\$ 23,400		
	Fees and Costs	1 ea	\$ 21,840		
			\$ 73,240		

	Subtotal of Estimated Cost	\$ 453,453	Subtotal of Estimated Cost
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Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1	Activities for Year Four FFY Grant: 2007 PHA FY: 7/1/2007			Activities for Year Five FFY Grant: 2008 PHA FY: 7/1/2008	
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity
	<u>NC46-5 South Roberson</u>			<u>NC46-5 South Roberson</u>	
	Replace and paint wood siding	21000 sf	\$ 56,280	Add floor underlayment	9095 sf
	Replace windows including security screen	1458 sf	\$ 55,277	Replace concrete walk	900 sf
	Replace VCT and resilient floor	9095 sf	\$ 36,471	Seal coat & repaint asphalt lot	900 sy
	Replace interior doors with hardware and frame	52 ea	\$ 24,792	Replace gutter and downspouts	855 lf
	Modify kitchen	15 ea	\$ 33,382		
	Paint Interior	15 ea	\$ 21,000		
	Modify bath	15 ea	\$ 33,382		
	Replace furnace & water heater	15 ea	\$ 69,749	<u>NC46-6 Colony Woods West</u>	
	Upgrade electrical system	15 ea	\$ 23,500	Replace VCT flooring	22020 sf
	Replace/repair water including meter & sewer lines	975 lf	\$ 21,224	Replace lavatory and vanity	30 ea
	Install benches	5 ea	\$ 2,550	Replace tub drain and liner	30 ea
	Repair drywall	200 sf	\$ 763	Paint Interior	110000 sf
	Replace wood baseboard, closet shelving & rod	5000 lf	\$ 7,243	Add underlayment and floor joists	21000 sf
			\$ 385,613	Replace deteriorated wood siding	25396 sf
				Relocation costs	30 ea
				Upgrade sewer lines with cleanouts	1500 lf
	<u>PHA Wide</u>			Grading and topsoil	725 cy
	Refrigerators and ranges	44 ea	\$ 21,000	Shrubs and landscaping	4700 sy
	Administration	1 ea	\$ 25,000	Architect/Engineering cost	1 ea
	Fees and Costs	1 ea	\$ 21,840	Replace and /or move water heater	26 ea
			\$ 67,840		
				<u>PHA Wide</u>	
				Refrigerators and ranges	30 ea
				Administration	1 ea
				Fees and Costs	1 ea

	Subtotal of Estimated Cost		\$ 453,453	Subtotal of Estimated Cost	

Year 5

Estimated Cost
\$ 24,381
\$ 2,142
\$ 50,000
\$ 112,074
\$ 52,025
\$ 2,265
\$ 18,337
\$ 261,224
\$ 6,898
\$ 50,108
\$ 4,885
\$ 16,275
\$ 37,223
\$ 115,389
\$ 30,800
\$ 24,200
\$ 21,840
\$ 76,840

\$ 453,453

Estimated
Cost

\$ 5,002

\$ 5,069

\$ 1,614

\$ 3,538

\$ 15,223

\$ 59,781

\$ 11,663

\$ 25,071

\$ 26,500

\$ 19,920

\$ 58,411

\$ 30,350

\$ 13,095

\$ 17,715

\$ 12,769

\$ 61,307

\$ 31,608

\$ 368,190

\$ 22,400

\$ 25,800

\$ 21,840

\$	70,040
\$	453,453

Annual Statement/Performance and Evaluation Report

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

PHA Name: Town of Chapel Hill	Grant Type and Number Capital Fund Program Grant No: NC19P04650103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$ 28,500			
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	\$ 21,900			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 33,840			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 25,128			
10	1460 Dwelling Structures	\$ 445,997			
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 28,700			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$ 584,065			
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	\$ 61,896			
26	Amount of line 21 Related to Energy Conservation Measures	\$ 28,700			

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

PHA Name: Town of Chapel Hill		Grant Type and Number Capital Fund Program Grant No: NC 19P04650103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NC46-5/Airport Gardens & S. Roberson	Replace refrigerators	1465.1	41 ea	\$ 16,400				Planning
	Replace ranges	1465.1	41 ea	\$ 12,300				Planning
				\$ 28,700				
NC46-5/Airport Gardens	Replace exterior door, frame, hardware	1460	52 ea	\$ 61,896				Planning
	Replace VCT and resilient floor	1460	26500 sf	\$ 14,575				Planning
	Paint interior	1460	26 ea	\$ 42,900				Planning
	Repair/replace drywall	1460	3600	\$ 15,616				Planning
	Replace handrail on stairway	1460	390 lf	\$ 1,245				Planning
	Replace close shelving and rod	1460	1260 lf	\$ 2,466				Planning
	Replace furnace-A/C, duct modification	1460	26 ea	\$ 98,640				Planning
	Upgrade electrical system	1460	26 ea	\$ 54,990				Planning
	Washer dryer connections	1460	26 ea	\$ 9,475				Planning
	Add floor underlayment	1460	19452 sf	\$ 12,060				Planning
	Replace wood privacy fence w/ brick	1460	52 ea	\$ 22,501				Planning
	Install vinyl siding	1460	33700 sf	\$ 45,158				Planning
	Pressure wash and graffiti removal	1460	33700 sf	\$ 20,220				Planning
	Abatement of asbestos tile	1460	26500 sf	\$ 44,255				Planning
				\$ 445,997				
	Grading, topsoil, ground cover, landscaping	1450	1500 cy	\$ 16,063				Planning
	Seal coat, re-stripe asphalt parking lots	1450	726 sf	\$ 1,265				Planning
	Replace clothesline	1450	26 ea	\$ 7,800				Planning
				\$ 25,128				

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

PHA Name: Town of Chapel Hill		Grant Type and Number Capital Fund Program Grant No: NC 19P04650103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide Activities	Maintenance Director	1410.2	1 ea	\$ 14,400				Planning
	Fringe Benefits	1410.2	1 ea	\$ 5,500				Planning
	Maintenance Training	1410	6 ea	\$ 2,000				Planning
				\$ 21,900				
	Energy Audit for Performance Contracting	1430	1 ea	\$ 12,000				Planning
	Architect/Engineering cost for Maintenance Facility	1430	1 ea	\$ 21,840				Planning
	Resident Activities	1406	1 ea	\$ 28,500				Planning

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

PHA Name: Town of Chapel Hill		Grant Type and Number Capital Fund Program No: NC19P04650103 Replacement Housing Factor No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC46-5/Airport Gardens and South Roberson	6/30/2005			6/30/2007			
NC46-5/Airport Gardens	6/30/2005			6/30/2007			
HA-Wide Activities	6/30/2005			6/30/2007			

Annual Statement/Performance and Evaluation Report

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

PHA Name: Town of Chapel Hill		Grant Type and Number Capital Fund Program Grant No: NC19P04650102 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/03 <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	\$ 100,000	\$ 100,000	\$ 100,000	\$ 12,268
2	1406 Operations				
3	1408 Management Improvements	\$ 61,500	\$ 61,500	\$ 61,500	\$ 56,409
4	1410 Administration	\$ 21,900	\$ 21,900	\$ 21,900	\$ 15,882
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs		\$ 33,410	\$ 33,410	
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 58,037	\$ 58,037		
10	1460 Dwelling Structures	\$ 404,188	\$ 370,883		
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 10,500	\$ 10,395	\$ 10,395	\$ 10,395
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$ 27,940	\$ 27,940	\$ 27,940	\$ 3,483
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$ 584,065	\$ 584,065	\$ 584,065	\$ 85,809
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	\$ 124,016	\$ 124,016		
26	Amount of line 21 Related to Energy Conservation Measures	\$ 156,197	\$ 156,197		

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Town of Chapel Hill		Grant Type and Number Capital Fund Program Grant No: NC 19P04650102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NC46/Pritchard Park	Replace refrigerators	1465.1	15 ea	\$ 6,000	\$ 5,930	\$ 5,930	\$ 5,930	Completed
	Replace ranges	1465.1	15 ea	\$ 4,500	\$ 4,465	\$ 4,465	\$ 4,465	Completed
				\$ 10,500	\$ 10,395	\$ 10,395	\$ 10,395	
NC46-5/Airport Gardens	Modify kitchen	1460	26 ea	\$ 56,022	\$ 56,022			Planning
	Replace security screen doors	1460	52 ea	\$ 18,517	\$ 18,517			Planning
	Replace windows and screens	1460	4846 sf	\$ 105,499	\$ 105,499			Planning
	Replace gutter and downspout	1460	2100 lf	\$ 9,534	\$ 9,534			Planning
	Replace paint wood siding	1460	33700 sf	\$ 81,891	\$ 48,586			Planning
	Install attic ventilation fan	1460	18 ea	\$ 1,562	\$ 1,562			Planning
	Replace water heater	1460	26 ea	\$ 11,697	\$ 11,697			Planning
	Install vinyl stair treads	1460	936 lf	\$ 5,299	\$ 5,299			Planning
	Repoint masonry	1460	430 sf	\$ 350	\$ 350			Planning
	Replace interior door, frame, hardware	1460	94 ea	\$ 45,943	\$ 45,943			Planning
	Modify bath	1460	26 ea	\$ 56,736	\$ 56,586			Planning
	Replace wood baseboard	1460	5200 lf	\$ 11,138	\$ 11,138			Planning
				\$ 404,188	\$ 370,733			
	Repair sewer and drain lines	1450	780 lf	\$ 15,324	\$ 15,324			Planning
	Replace supply lines and install meter	1450	26 ea	\$ 19,680	\$ 19,680			Planning
	Landscaping	1450	26 ea	\$ 4,689	\$ 4,689			Planning
	Install PVC drain and catch basin	1450	3 ea	\$ 1,016	\$ 1,016			Planning
	Repair concrete sidewalk	1450	545 sf	\$ 1,705	\$ 1,705			Planning
	Replace retaining wall	1450	275 lf	\$ 15,287	\$ 15,287			Planning
	Install railing on sidewalk	1450	16 lf	\$ 336	\$ 336			Planning
				\$ 58,037	\$ 58,037			

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

PHA Name: Town of Chapel Hill		Grant Type and Number Capital Fund Program Grant No: NC 19P04650102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NC46-5/Airport Gardens	Relocation costs	1495.1	25 ea	\$ 27,940	\$ 27,940	\$ 27,940	\$ 3,483	Underway
	Architect/Engineering cost*	1430	1 ea	\$ 79,900	\$ 80,500	\$ 80,500	\$ 12,014	Underway
	Architect/Engineering cost	1430	1 ea		\$ 33,410	\$ 33,410		Underway
NC46-3/Trinity Court	Mold Abatement and repairs	1460	1 ea		\$ 150	\$ 150		Underway
HA-Wide Activities	Maintenance Director	1410.2	1 ea	\$ 14,400	\$ 14,400	\$ 14,400	\$ 11,257	Underway
	Fringe Benefits	1410.2	1 ea	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	Underway
	Maintenance Training	1410	6 ea	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	Underway
				\$ 21,900	\$ 21,900	\$ 21,900	\$ 15,883	
	Clerk of the Works*	1430.7	1 ea	\$ 20,100	\$ 19,500	\$ 19,500	\$ 254	Underway
	Management Improvements	1408	3 ea	\$ 61,500	\$ 61,500	\$ 61,500	\$ 56,049	Underway
	*Non-CFP Funds							

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

PHA Name: Town of Chapel Hill		Grant Type and Number Capital Fund Program No: NC19P04650102 Replacement Housing Factor No:				Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC46-5/Pritchard Park	9/30/2004		9/30/2002	9/30/2006		12/31/2002	
NC46-5/Airport Gardens	9/30/2004			9/30/2006			
HA-Wide Activities	9/30/2004		12/31/2003	9/30/2006			

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

PHA Name: Town of Chapel Hill	Grant Type and Number Capital Fund Program Grant No: NC 19P04650101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 3)
 Performance and Evaluation Report for Period Ending: 12/31/03 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$ 100,000	\$ 93,249	\$ 93,249	\$ 74,720
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	\$ 21,900	\$ 21,900	\$ 21,900	\$ 21,194
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs		\$ 12,300	\$ 12,300	
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 58,688	\$ 44,319	\$ 44,319	\$ 41,319
10	1460 Dwelling Structures	\$ 525,997	\$ 525,965	\$ 525,965	\$ 391,065
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$ 5,000	\$ 7,101	\$ 7,101	
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$ 611,585	\$ 611,585	\$ 611,585	\$ 453,578
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	\$ 114,422	\$ 109,422	\$ 109,422	\$ 109,422
26	Amount of line 21 Related to Energy Conservation Measures	\$ 138,012	\$ 138,012	\$ 138,012	\$ 138,012

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

PHA Name: Town of Chapel Hill		Grant Type and Number Capital Fund Program Grant No: NC 19P04650101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NC46/Pritchard Park	Replace gutters and downspout	1460	1200 sf	\$ 5,334	\$ 5,334	\$ 5,334	\$ 5,334	Completed
	Replace exterior doors, frames, hardware	1460	30 ea	\$ 22,555	\$ 22,555	\$ 22,555	\$ 22,555	Completed
	Replace & paint wood siding	1460	21000 sf	\$ 95,130	\$ 2,000	\$ 2,000	\$ 2,000	Completed
	Replace water heater & furnace	1460	15 ea	\$ 62,250	\$ 62,250	\$ 62,250	\$ 62,250	Completed
	Install washer & dryer connections	1460	15 ea	\$ 5,466	\$ 5,466	\$ 5,466	\$ 5,466	Completed
	Replace windows, sills, & screens	1460	3438 sf	\$ 76,184	\$ 76,184	\$ 76,184	\$ 76,184	Completed
	Repoint masonry	1460	11 sf	\$ 383	\$ 383	\$ 383	\$ 383	Completed
	Replace VCT flooring	1460	12390 sf	\$ 49,684	\$ 2,882	\$ 2,882	\$ 2,882	Completed
	Replace interior doors, frames, hardware	1460	62 ea	\$ 29,550	\$ 29,550	\$ 29,550	\$ 29,550	Completed
	Modify kitchen	1460	15 ea	\$ 33,382	\$ 33,382	\$ 33,382	\$ 33,382	Completed
	Repair/replace drywall & paint interior	1460	15 ea	\$ 27,990	\$ 27,990	\$ 27,990	\$ 27,990	Completed
	Upgrade electrical	1460	15 ea	\$ 22,500	\$ 22,500	\$ 22,500	\$ 22,500	Completed
	Add floor underlayment	1460	12390 sf	\$ 6,450	\$ 6,450	\$ 6,450	\$ 6,450	Completed
	Modify bathroom	1460	15 ea	\$ 63,300	\$ 68,300	\$ 68,300	\$ 68,300	Completed
	Install vinyl stair treads	1460	540 lf	\$ 2,755	\$ 2,755	\$ 2,755	\$ 2,755	Completed
	Replace porch railing	1460	480 lf	\$ 10,368	\$ 10,368	\$ 10,368	\$ 10,368	Completed
	Replace security screen door	1460	30 ea	\$ 10,683	\$ 10,683	\$ 10,683	\$ 10,683	Completed
	Replace closet shelving and rods	1460	956 ea	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	Completed
	Replace wood baseboard	1460	250 lf	\$ 758	\$ 758	\$ 758	\$ 758	Completed
				\$ 525,997	\$ 391,065	\$ 391,065	\$ 391,065	
	Replace privacy fence	1450	36 ea	\$ 5,426	\$ 5,426	\$ 5,426	\$ 5,426	Completed
	Replace water lines	1450	1650 lf	\$ 43,891	\$ 29,522	\$ 29,522	\$ 29,522	Underway
	Replace sewer lines	1450	450 lf	\$ 9,371	\$ 9,371	\$ 9,371	\$ 9,371	Completed
				\$ 58,688	\$ 44,319	\$ 44,319	\$ 44,319	
	Relocation cost	1495.1	15 ea	\$ 5,000	\$ -	\$ -	\$ -	Reprogram

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

PHA Name: Town of Chapel Hill		Grant Type and Number Capital Fund Program Grant No: NC 19P04650101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Install security lighting*	1450	21 ea		\$ 9,957	\$ 9,957	\$ 9,957	Completed
	Replace sidewalk and patio*	1450	4803 sf		\$ 11,000	\$ 11,000	\$ 11,000	Completed
					\$ 20,957	\$ 20,957	\$ 20,957	
	Relocation cost*	1495.1	11 ea	\$ 14,275	\$ 10,249	\$ 10,249	\$ 10,249	Completed
	Architect/Engineering cost*	1430	1 ea	\$ 65,625	\$ 57,460	\$ 57,460	\$ 38,930	Underway
NC046-3 Trinity Court	Mold abatement and repairs	1460	12 ea		\$ 134,900	\$ 134,900		Underway
	Architect/Engineering cost	1430	1 ea		\$ 6,300	\$ 6,300		Underway
	Clerk of the Work	1430.7	1 ea		\$ 6,000	\$ 6,000		Underway
	Relocation cost	1495.1	7 ea		\$ 7,101	\$ 7,101		Underway
HA-Wide Activities	Maintenance Director	1410.2	1 ea	\$ 14,400	\$ 14,400	\$ 14,400	\$ 14,400	Completed
	Fringe Benefits	1410.2	1 ea	\$ 5,500	\$ 5,500	\$ 5,500	\$ 4,794	Underway
	Maintenance training	1410	6 ea	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	Completed
					\$ 21,900	\$ 21,900	\$ 21,194	
	Clerk of the Works*	1430.7	1 ea	\$ 13,500	\$ 4,583	\$ 4,583	\$ 4,583	Completed
	Fringe Benefit*	1430.7	1 ea	\$ 5,200	\$	\$	\$	Reprogram
	Legal Consultant*	1430	1 ea	\$ 1,400	\$ -	\$ -	\$ -	Reprogram
				\$ 20,100	\$ 4,583	\$ 4,583	\$ 4,583	
	* Non-CFP Funds							

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

PHA Name: Town of Chapel Hill		Grant Type and Number Capital Fund Program No: NC 19P04650101 Replacement Housing Factor No:					Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
NC46-5 Pritchard Park	6/30/2003	--	6/30/2002	6/30/2005	--	--		
NC46-3/Trinity Court		12/31/2003	12/31/2003	6/30/2005				
HA-Wide Activities	6/30/2003	--	9/30/2002	6/30/2005	--	--		

COMMUNITY SERVICE AND SELF-SUFFICIENCY POLICY

GENERAL POLICY STATEMENT

The Quality Housing and Work Responsibility Act of 1998 requires that all public housing residents who are 18 years of age and older are not exempt as defined in the 24 CFR Part 960.6 shall be required to perform eight (8) hours of community service each month. The service can be provided at any local community, charitable or civic organization. Residents may also choose to enroll in a self-sufficiency program.

Definitions

Community Service:

The performance of voluntary work or duties that are a public benefit that serve to improve the quality of life, enhance resident self-sufficiency or increase self-responsibility of a resident within the community in which the resident resides. Community service is not employment and may not include political activities.

Exempt Individuals:

- Age 62 years or older
- Blind or disabled (as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c) and who certify that because of this disability they are unable to comply with the service provisions; or primary caretakers of such individuals.
- Engaged in work activities as defined in section 407(d) of the Social Security Act (42 U.S.C.607 (d), specified below:
 1. Unsubsidized employment;
 2. Subsidized private-sector employment;
 3. Subsidized public-sector employment;
 4. Work experience (including work associated with the refurbishing of publicly assisted housing) if sufficient private sector employment is not available;
 5. On-the-job-training;
 6. Job-search and job-readiness assistance;
 7. Community service programs;
 8. Vocational educational training (not to exceed 12 months with respect to any individual);
 9. Job-skills training directly related to employment;
 10. Education directly related to employment in the case of a recipient who has not received a high school diploma or a certificate of high school equivalency;

11. 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
 12. The provision of childcare services to an individual who is participating in a community service program.
- Meet the requirements for being exempt 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 in which the PHA is located, including a State-administered welfare-to-work program.
 - If a member of a family receiving TANF assistance, benefits, or service 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 in which the PHA is located, including a State administered welfare-to-work program and has not been found by the State or other administering entity to be in non-compliance with such program.

Service Requirements:

Each Adult resident family member of a public housing development shall contribute eight (8) hours of community service.

Economic Self-Sufficiency Program:

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 job training, employment counseling, work placement, basic skills training, education, English proficiency, workfare, financial or household management, apprenticeship, and any program necessary to ready a participant for work (including a substance abuse or mental health treatment program) or other work activities.

Community Service Program Administration:

The Community Service Program will be administered by the Housing Department. The Department will provide compliance monitoring. As part of the annual recertification process.

Compliance Requirement

Each adult (18 years or older) non-exempt household members is required to:

1. Perform eight (8) hours of community service each month.
2. Participate in eight (8) hours of Economic Self-Sufficiency each month or,
3. Participate in a combination of the both.

Community Service maybe satisfied by participating in one or more of the following:

- Volunteer at a local institution including but not limited to: school, childcare center, hospital, hospice, recreation center, senior center, adult day care center, homeless shelter, indigent feeding program, cooperative food bank, etc.;
- Volunteer with a non-profit organization that serves PHA residents or their children such as: Boy Scouts, Girl Scouts, Boys or Girls clubs, 4-H program, PAL, Garden Center, Community clean-up programs, beautification programs, other youth or senior organizations;
- Work at the Housing Department to help improve physical conditions;
- Work at the Housing Department to help with children's programs;
- Work at the Housing Department to help senior programs;
- Helping neighborhood groups with special projects;
- Working through resident organization to help other residents with problems, serving as an officer in a Resident organization, serving on the Resident Advisory Board; and
- Caring for the children of other residents so they may volunteer.

NOTE: Political activity is excluded.

Self Sufficiency Activities – activities that include, but are not limited to:

- Job readiness programs;
- Job training programs;
- GED classes;
- Substance abuse or mental health counseling;
- English Proficiency or literacy (reading) classes;
- Apprenticeships;
- Budgeting and credit counseling;
- Any kind of class that helps a person toward economic independence.

Each Adult non-exempt household will be required to complete a Community Service

Compliance Certification each year at re-examination. The Certification will state that the adult resident have received and read the Community Service/Self Sufficiency Policy. Each Adult non-exempt household member will be required to complete a Resident Community Service Timesheet. This timesheet will include a brief description of the service performed, number of hours performed and the date performed.

The head of household will be responsible for lease compliance and is responsible for providing information and documentation as may be requested by the Housing Department to determine compliance.

The Housing Department will maintain Community Service records for each adult household member.

Notification

All residents will be notified in writing of the requirements to participate in community service and self-sufficiency activities.

Each household will receive a written notice explaining the requirements and instructions regarding compliance and penalty if they fail to comply.

Exemption

The Housing Department will provide exemption status to any resident that request such Status and who meet one of the following qualifications as defined in CFR Part 960.6.

1. A person 62 years or older.
2. A person with vision impairment.
3. A person with disabilities as defined under 216(i)(10 OR 1614 of the Social Security Act (42 U.S.C. 416 CT) (1): 1382 c) and who is unable to comply with this Section (or is a primary caretaker of such individual.
4. Employed.
5. Participating in an economic self-sufficiency program.
6. Participate in a state welfare to work program or who is required by law to participate in such a program.

Request for Exemption

A resident wishing to be exempt from service requirements must make the request in writing. The Housing Department will review the request and make a determination. The resident will be notified in writing as to the determination of the request.

Reporting a change in status

The head of household is responsible for reporting any change in status between annual re-examination. The Housing Department will process the change in status and make a determination in writing to the resident.

Annual Re-examination and Compliance

Prior to the Annual re-examination all non-exempt adult residents shall be required to report and certify as to their compliance with the Community Service or self-sufficiency requirements under the lease. The Housing Department may require a third party verification of compliance.

If an Adult resident is found to be non-compliance, the Housing Department may not renew the lease unless the following conditions are met:

1. The head of household and the non-compliance adult family member enters into an agreement with the Housing Department.
2. All family members who are subject to the service requirements are currently complying with the service requirements or no longer resides at the residence.

Grievance

All residents shall have a right to a grievance hearing upon requesting a hearing in writing to the Director of Housing as a result of any action taken by the Housing Department as it relates to the implementation of the Community service and self-sufficiency requirement of CFR part 960.6.

TOWN OF CHAPEL HILL
DEPARTMENT OF HOUSING

DECONCENTRATION PLAN

317 CALDWELL STREET EXTENSION
CHAPEL HILL, NORTH CAROLINA 27516
(919) 968-2850

I. Plan Overview

It is the intent of the Department of Housing to maintain a tenant body in each neighborhood composed of families with a broad range of incomes and rent-paying ability which are generally representative of the range of incomes of low-income families in the Department's area of operation as defined by State Law. Further, in the spirit of the Quality Housing & Work Responsibility Act of 1998 the Department has conducted analyses of its current tenant population and strengthened this commitment through income-targeting and site-based incentives offered to prospective tenants.

The Department of Housing has undertaken an analysis of household income by development and cross-referenced it with comparable census tract data for our service territory. The Department will keep this database current to ensure its use as an effective management tool for tenant admissions. The Department thus will have the information needed to manage its waiting list so as to facilitate the goal to achieve a balance of income levels and rent-paying ability as closely comparable to the general population as possible.

II. Analysis of Public Housing Developments by Household Income

We have conducted an analysis of each of development to determine the current mix of incomes and rent-paying abilities. This analysis categorizes households by 30%, 50%, 80%, and 80%+ of the area median income. Corresponding figures from the census tract data enable us to compare the range of household incomes by census tract of the general population and residents of public housing within those tracts. This characterization helps to inform our strategies for tenant admissions to achieve a balance of income levels.

For the purposes of our deconcentration plan, we have defined 30% of the median income and below as extremely low income, 31-50% of the area median income as very low income, and 50-80% of the median area income as low income. As is common nationally, most of our public housing developments are located in generally low to moderate-income neighborhoods. Yet, even within that context our residents are clearly the poorest of the poor.

A full 98% of public housing residents are in the 50% of median income or below categories. This is compared to 54% of the general population in these neighborhoods who fall within the 50% of median income or below categories.

Of the seven census tracts in which our developments are located, five tracts (representing 52% of our housing units) have concentrations in the general population at 25% or higher of households whose incomes fall within the 80%+ of the median income category. Of these five tracts, two tracts have 80%+ median income concentrations exceeding 40%. None (0%) of the public housing residents fall within the 80%+ of median income category.

It is clear that our resident population is far poorer than its neighbors. Without any residents in the relatively higher low income level (80%+ of median income), we cannot attempt to replicate the same range of income levels as is present in the general community.

What we can do is to employ development-based strategies that will create better balances of extremely low and very low incomes (representing 98% of the public housing population) within each housing development. The data analysis we conducted in preparation of this plan will enable us to have snapshots of the existing mix in each neighborhood. This database of income levels and rent-paying ability by development and census tract will be maintained and kept current on an ongoing basis.

III. Development Based Marketing Incentives

The placement of tenants with the lowest incomes and rent-paying ability in sites with a predominance of relatively higher incomes has not proven to require incentives to tenants. This process will continue to be employed as one of the strategies to achieve the appropriate range of income levels and rent-paying ability on a site-specific basis.

Our new incentives are linked primarily to housing developments with concentrations of the extremely low income that are inconsistent with the income range in our public housing community-at-large. They are designed in particular to encourage prospective tenants who are in the very low and low income categories to occupy sites that have traditionally been harder to market to these groups. The goal is that these sites over time will achieve the desired balance.

The following incentives will be employed as needed on a development-specific basis.

- A. Defer the security deposit—Tenants may enter into a payment plan that will spread payment of their security deposit over a period to be determined by the prospective tenant and the Department of Housing; period not to exceed twelve (12) months.
- B. Waive rent for the first and last months of the lease—Tenants will be exempt from payment of the monthly rent for the first and last months of the tenant lease.

Definition of “Substantial Deviation” and “Significant Amendment or Modification”

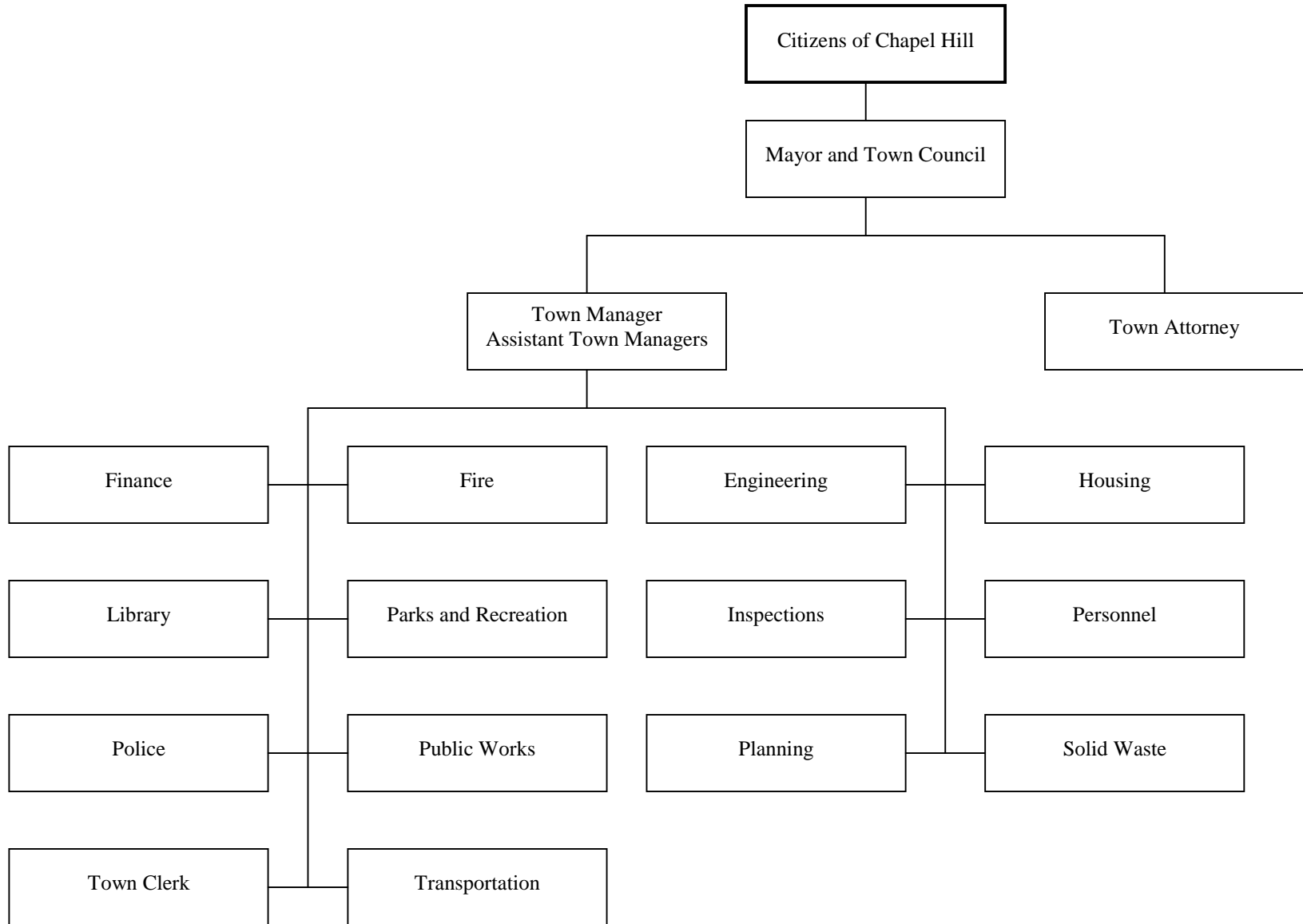
A “substantial deviation” to the 5-Year Plan will be defined as one that changes the mission or goals and objectives of the Plan in regard to services provided to residents or any significant changes to the department’s financial situation. Any such changes will be documented in subsequent annual plans. An exception to this definition will be any change implemented to accommodate changes required by HUD (e.g. regulatory requirements); such changes will be considered HUD amendments.

In addition, “significant amendments or modifications” to the Annual Plan will include but not limited to: 1) Changes to rent or admissions policies or organization of waiting list; 2) Changes to the Capital Fund Annual Statement or in the allocation of capital funds; and, 3) Additions of new activities not included in the current DEP Plan.

Generally, “substantial deviation” and “significant amendments or modifications” to the 5-Year Plan are ones that are of the nature that require review, input, and approval by either residents and/or the Town Council before such changes are adopted.

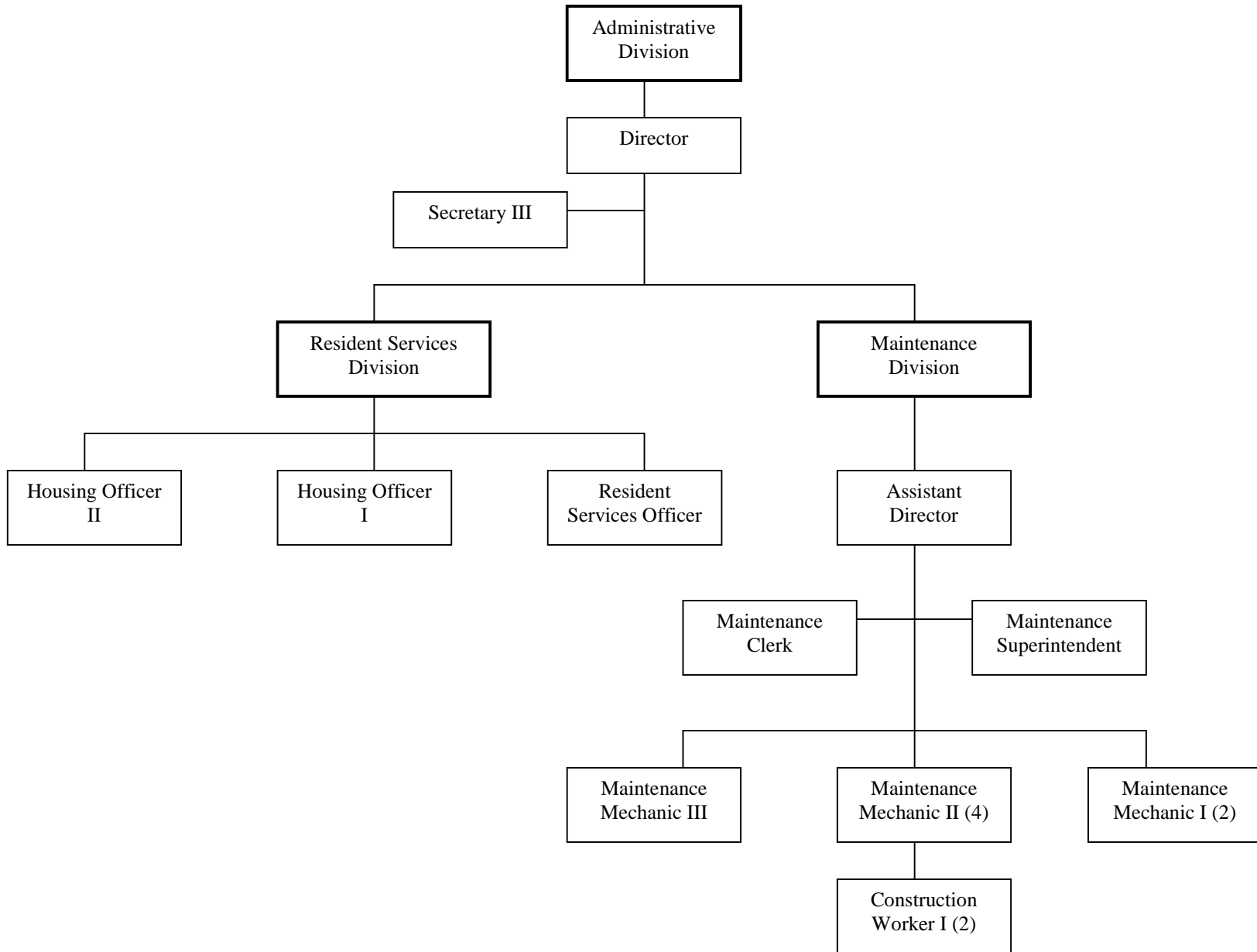
ORGANIZATIONAL CHART

MAYOR, COUNCIL, MANAGER, AND DEPARTMENTS



ORGANIZATIONAL CHART

HOUSING DEPARTMENT



TOWN OF CHAPEL HILL/HOUSING

Voluntary Conversion Initial Assessment

Component 10(B) Voluntary Conversion Initial Assessment

- A. Currently all 13 development sites are subject to Required Initial Assessment
- B. Currently no development sites are exempt from the Required Initial Assessment
- C. Three cost assessments were conducted based on:
 - 1. HUD Public Housing Subsidy/Tenant Based Assistance
 - 2. Modernization and Upgrade needs—Major Estimated Cost
 - 3. Projected Revenues and Expenditures—Public Housing/Tenant Based Assistance
- D. We could not identify any development sites appropriate for conversion because of concerns about major modernization costs and low subsidy amounts for the Tenant Based Assistance Program.
- E. Required Initial Assessment has been completed