

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

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# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009  
Annual Plan for Fiscal Year 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:** Eastern Carolina Regional Housing Authority

**PHA Number:** NC010

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

**Public Access to Information**

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

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

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

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

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

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

- Main business office of the PHA
- PHA development management offices
- Other: PHA Local Offices

**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)

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:

- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices

Objectives:

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

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

- PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

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

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

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

**Other PHA Goals and Objectives: (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.

**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.

<b>Table of Contents</b>		<u>Page #</u>
<b>Annual Plan</b>		
i.	Executive Summary	
ii.	Table of Contents	
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14. Pets (Inactive for January 1 PHAs)
15. Civil Rights Certifications (included with PHA Plan Certifications)
16. Audit
17. Asset Management
18. Other Information

**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 (nc010a01)
- FY 2004 Capital Fund Program Annual Statement (nc010b01)
- 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 2000 Capital Fund Program 5 Year Action Plan (nc010c02)
- 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)

- 2003 Resident Survey Follow-up Plan (nc010d02)
- Resident Advisory Board Members (nc010e02)
- Resident Member on PHA Board (nc010f02)
- Progress Toward Meeting 5 Year Plan (nc010g02)
- Criteria for Substantial Deviation and Amendment (nc010h02)
- 2004 Flat Rents Schedule (nc010i02)
- 2003 Voluntary Conversion Assessment (nc010j02)

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	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.	
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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	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	Annual Plan: Grievance

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	<input type="checkbox"/> check here if included in Section 8 Administrative Plan	Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	15,036	4	4	3	2	2	4
Income >30% but <=50% of AMI	11,581	4	3	3	2	2	4
Income >50% but <80% of AMI	15,254	3	3	3	2	2	4
Elderly	8,915	3	3	3	2	1	
Families with Disabilities							
Race/White	25,274	4	4	3	1	3	4
Race/Black	16,621	4	4	3	1	3	4
Race/Other	1,401	4	3	4	1	3	4
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2004
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year: 2000
- 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	129		261
Extremely low income <=30% AMI	98	76%	
Very low income (>30% but <=50% AMI)	23	18%	
Low income (>50% but <80% AMI)	8	6%	
Families with children	108	84%	
Elderly families	2	1%	
Families with Disabilities	19	15%	
Race/ethnicity Black	91	71%	
Race/ethnicity White	30	23%	
Race/ethnicity Latino	5	4%	
Race/ethnicity Asian	3	2%	
Characteristics by Bedroom Size (Public Housing Only)			

<b>Housing Needs of Families on the Waiting List</b>			
1BR	35	27%	
2 BR	56	43%	
3 BR	32	25%	
4 BR	6	5%	
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

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

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

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Affirmatively market to local non-profit and state and local agencies that assist elderly person.

**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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$1,198,748.000	
b) Public Housing Capital Fund	\$1,166,083.000	
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		
h) Community Development Block Grant		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	\$1,077,000.000	Public Housing Operations
<b>4. Other income (list below)</b>	\$104,000.000	Public Housing Operations
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	\$3,545,831.000	

### **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:
- a. Eligibility for admission is determined during applications process.
- b. Verification is made within one week of the family being offered a unit.
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2)Waiting List Organization**

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office
- PHA development site management office
- Other (list below)

PHA Local Offices within sub-jurisdiction

- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
1. How many site-based waiting lists will the PHA operate in the coming year?
2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
  - Two
  - Three or More
- b.  Yes  No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

- a. Income targeting:
- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
  - Overhoused
  - Underhoused
  - Medical justification
  - Administrative reasons determined by the PHA (e.g., to permit modernization work)
  - Resident choice: (state circumstances below)
  - Other: (list below)
- c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

#### 1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list): Resident Handbook & Resident Newsletter

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

- Adoption of site based waiting lists

If selected, list targeted developments below:

- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

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

Macon Court NC010-3, 4                      Bayview Homes NC010-5  
Kings Terrace NC010-14                      Manteo Circle NC010-8  
Eastover Terrace NC010-6                      Sampson Homes NC010-7  
Dogwood Circle NC010-12                      Brookside Manor NC010-11  
Winfrey Court NC010-15, 18                      Mercer Court NC010-16B  
Magnolia Court NC010-16A                      Knollwood Court NC010-17  
Austin Acres NC010-19                      Brantwood Court NC010-21  
Dudley Court NC010-22

- Other (list policies and developments targeted below)

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

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

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

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

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

Macon Court NC010-3, 4                      Bayview Homes NC010-5  
Kings Terrace NC010-14                      Manteo Circle NC010-8  
Eastover Terrace NC010-6                      Sampson Homes NC010-7  
Dogwood Circle NC010-12                      Brookside Manor NC010-11  
Winfrey Court NC010-15, 18                      Mercer Court NC010-16B  
Magnolia Court NC010-16A                      Knollwood Court NC010-17

- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## **B. Section 8**

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

### **(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

**(2) Waiting List Organization**

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

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

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

- PHA main administrative office
- Other (list below)

**(3) Search Time**

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

If yes, state circumstances below:

**(4) Admissions Preferences**

a. Income targeting

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

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

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

Former Federal preferences

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

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

Other preference(s) (list below)

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

Date and time of application

Drawing (lottery) or other random choice technique

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

This preference has previously been reviewed and approved by HUD

The PHA requests approval for this preference through this PHA Plan

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

The PHA applies preferences within income tiers

Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

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

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

The Section 8 Administrative Plan

Briefing sessions and written materials

Other (list below)

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

Through published notices

Other (list below)

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

[24 CFR Part 903.7 9 (d)]

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

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

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

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

a. Use of discretionary policies: (select one)

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

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

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

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

2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

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

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

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

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

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

- For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

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

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)

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

## **(2) Flat Rents**

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

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

PHA contracted with a commercial Consulting Firm to conduct a Flat Rent Market Study to determine flat rents throughout its jurisdiction.

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

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR

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

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

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

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

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

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

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

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

**B. HUD Programs Under PHA Management**

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

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

**C. Management and Maintenance Policies**

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

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

(2) Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
  - PHA development management offices
  - Other (list below)

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

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- PHA main administrative office
  - Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

## A. Capital Fund Activities

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

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

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

Select one:

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

-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 (nc010c02)

-or-

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

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

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

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

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

- Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

- Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

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

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

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

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/>	
Disposition <input type="checkbox"/>	
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <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.

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

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

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing

Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

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

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

Eastern Carolina Regional Housing Authority has conducted an initial assessment of converting its public housing developments listed below to tenant based assistance. Based on this assessment, it has been determined that none of the developments meet the criteria for conversion, due to the lack of sufficient private landlords willing to participate in a tenant based assistance

program. Therefore, conversion would be inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

Macon Court NC010-3, 4  
Kings Terrace NC010-14  
Eastover Terrace NC010-6  
Dogwood Circle NC010-12  
Winfrey Court NC010-15, 18  
Magnolia Court NC010-16A  
Austin Acres NC010-19  
Dudley Court NC010-22

Bayview Homes NC010-5  
Manteo Circle NC010-8  
Sampson Homes NC010-7  
Brookside Manor NC010-11  
Mercer Court NC010-16B  
Knollwood Court NC010-17  
Brantwood Court NC010-21

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

- Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing

Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

25 or fewer participants

- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (l)]

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

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

1. Cooperative agreements:

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

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

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

### **B. Services and programs offered to residents and participants**

#### **(1) General**

a. Self-Sufficiency Policies



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

a. Participation Description

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

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

**C. Welfare Benefit Reductions**

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

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at Attachment  
 Provided below:

The following comments were received from RAB members and resident of their communities.

Angier - Residents comments:

- a. closet doors installed to replace by-fold doors that were removed.
- b. Backdoors to units
- c. New windows
- d. Repairs to fence around development.
- e. Replace floor tile
- f. Repave parking lot

Buelaville - Resident comments:

- a. Installation of carpet
- b. Renovation of bathrooms, new mirror and vanity
- c. New refrigerators
- d. New windows

Clinton - Resident comments:

- a. Replace baseboards throughout unit
- b. Doorbell and peep hole in front door
- c. New fencing around development
- d. New closet doors
- e. Trash receptacles in parking lot.

Havelock - Resident comments:

- a. New windows
- b. Gutters
- c. New refrigerators
- d. Drainage problem on streets

Magnolia – Resident comments:

- a. Renovate bathrooms, new cabinets, sinks and mirrors.
- b. Security screens on windows
- c. Install brick Barbeque Grill for resident use.
- d. Hobby classes for residents i.e. sewing, computer lab.

Morehead City – Resident comments:

- a. Bayview Homes - install new roof shingles
- b. Kings Terrace – renovate bathrooms, new tubs, sinks, plumbing
- c. Macon Court – new and larger kitchen ranges
- d. Kings Terrace – correct drainage problem in parking lot

Roseboro – Resident comments:

- a. Upgrade playground equipment install benches, tables and grills.
- b. Add pot sprayer to sink
- c. Doorbell for front door
- d. Renovate kitchen install stainless steel range, sink, new cabinets.
- e. Restart afterschool program for children

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

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

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

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

### 3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

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

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

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

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

1. Assist renters earning 0 – 30% of AMI
2. Assist renters earning 51-80% of AMI
3. Assist Non-Homeless renter with special needs earning 0-30% of AMI
4. Assist Non-Homeless renters with special needs earning 51-80% of AMI
5. Maintain the availability of affordable housing by renovating existing units.

- 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 5 Year Housing Strategy list as a high priority need the assistance of renters earning 0-30% and 50-80% of the Medium Family Income. The states strategy has identified new construction, rehabilitation of rental units, rental assistance and supportive services as the primary activities required to address this need. The state through its Division of Community Assistance has allocated CDBG and state funds to support the activities of this strategy.

**D. Other Information Required by HUD**

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

# PHA Plan Table Library

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

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

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

Original Annual Statement

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

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

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

**Annual Statement**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

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

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

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

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



**ADMISSION POLICY  
FOR  
DECONCENTRATION**

The Quality Housing and Work Responsibility Act of 1998 requires Public Housing Agencies (PHAs) to provide for Deconcentration of poverty and income-mixing by bringing higher income tenants into lower income public housing developments and bring lower income tenants into higher income public housing developments. Eastern Carolina Regional Housing Authority has performed an analysis of the census tract in which the developments are located and the tenant incomes in each development. The income profile of the census tract and tenant incomes have been used to formed the basis of the Housing Authority's Deconcentration Plan.

Analysis of the census tract indicates that the income profile of the majority of household within the area is in the very low (50% of median income) to extremely low (30% of median income) range. Analysis of the Authority's developments income profile also indicate that the income profile of the tenants is within this range. The table below provides an analysis of the tenant incomes of each of the Authority's developments.

<b>Development</b>	<b>Total Units</b>	<b>Area Medium Income</b>	<b>Development Avg Income</b>	<b>Below 30%</b>	<b>Between 30-50%</b>	<b>Above 50%</b>
Macon Court	63	\$45,400.00	\$ 11,747.00	63		
Bayview Homes	23	\$45,400.00	\$9,945.00	23		
Kings Terrace	58	\$45,400.00	\$9,643.00	58		
Eastover Terrace	35	\$37,900.00	\$6,924.00	35		
Sampson Homes	34	\$37,900.00	\$7,503.00	34		
Dogwood Circle	69	\$37,900.00	\$7,080.00	69		
Bryan Butler Court	29	\$37,900.00	\$7,263.00	29		
Brantwood Court	35	\$37,900.00	\$7,854.00	35		
Manteo Circle	48	\$43,500.00	\$9,864.00	48		
Brookside Manor	82	\$41,600.00	\$8,231.00	82		
Winfrey Court	89	\$41,600.00	\$8,675.00	89		
Knollwood Court	37	\$39,800.00	\$11,062.00	37		
Austin Acres	42	\$62,800.00	\$13,234.00	42		
Dudley Court	21	\$37,200.00	\$13,365.00	21		
Magonlia Court	25	\$35,600.00	\$8,819.00	25		
Mercer Court	22	\$35,600.00	\$6,235.00	22		
<b>PHA WIDE</b>	709	\$41,462.50	\$9,409.00	709		

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

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

If yes, list these developments as follows:

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

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

<b>PHA Name:</b> Eastern Carolina Regional Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P01050104 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2004
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**Original Annual Statement**  **Reserve for Disasters/ Emergencies**  **Revised Annual Statement (revision no: 1 )**  
 **Performance and Evaluation Report for Period Ending:**  **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	120,000			
4	1410 Administration	111,714			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	32,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	802,900			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				

CC: Commissioners  
 R McLawhon  
 D Roseborough  
 R Lancaster  
 5-Year Plan File

**Annual Statement/Performance and Evaluation Report**

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

<b>PHA Name:</b> Eastern Carolina Regional Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P01050104 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2004
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**Original Annual Statement**  **Reserve for Disasters/ Emergencies**  **Revised Annual Statement (revision no: 1 )**  
 **Performance and Evaluation Report for Period Ending:**  **Final Performance and Evaluation Report**

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency	50,525.00	-	-	-
21	Amount of Annual Grant: (sum of lines.....)	\$ 1,117,139.00	\$ -	\$ -	\$ -
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security –Soft Costs				
25	Amount of Line 21 related to Security-- Hard Costs				
26	Amount of line 21 Related to Energy Conservation				

**Annual Statement/Performance and Evaluation Report**

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

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number					Federal FY of Grant:	
EASTERN CAROLINAL REGIONA HOUSING AUTHORITY		Capital Fund Program Grant No: NC19P01050104 Replacement Housing Factor Grant No:					2004	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
1. NC10-3	REROOF	1460	40 Units	\$140,000.00				
MACON COURT I	SUBTOTAL			\$140,000.00				
2. NC10-4	REROOF	1460	24 Units	\$85,000.00				
MACON COURT I	SUBTOTAL			\$85,000.00				
3. NC10-6	ELECTRIC HOTWATER HEATER	1460	35 Units	\$21,000.00				
EASTOVER TERRACE	SUBTOTAL			\$21,000.00				
4. NC10-7	ELECTRIC HOTWATER HEATER	1460	35 Units	\$21,000.00				
SAMPSON HOMES	SUBTOTAL			\$21,000.00				
5. NC10-8	BATHROOM RENOVATION	1460	50 Units	\$175,000.00				
MANTEO CIRCLE	SUBTOTAL			\$175,000.00				
6. NC10-14	BATHROOM RENOVATION	1460	60 Units	\$210,000.00				
KINGS TERRACE	SUBTOTAL			\$210,000.00				
7. NCI0-21	REROOF	1460	36 Units	\$90,000.00				
BRANTWOOD	SUBTOTAL			\$90,000.00				

**Annual Statement/Performance and Evaluation Report**

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

**Part II: Supporting Pages**

PHA Name: EASTERN CAROLINAL REGIONA HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NC19P01050104 Replacement Housing Factor Grant No:					Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
8. NCT0-22 DUDLEY COURT	CONVERSION TO NATURAL GAS & AIR CONDITION	1460	21 Units	<u>\$60,900.00</u>				
	SUBTOTAL			\$60,900.00				
9. PHA WIDE ADMIN EXPENSE	SALARIES, TECHNICAL &NONTECHNIC, PORTIONS OF STAFF; SUPPLIES TRAVEL, LEGAL&SUNDRY EXPENSE	1410	PHA Wide	<u>\$111,714.00</u>				
	SUBTOTAL			\$111,714.00				
10. CONTINGENCY	CONTINGENCY TO COVER UNEXPECTED COST	1502	PHA Wide	<u>\$50,525.00</u>				
	SUBTOTAL			<u>\$50,525.00</u>				
11. FEES & COST	A&E DESIGN FEES	1430	PHA Wide	<u>\$32,000.00</u>				
	SUBTOTAL			\$32,000.00				
12. MANAGEMENT IMPROVEMENTS	POLICE SECURITY CONTRACT	1408	PHA Wide	<u>\$120,000.00</u>				
	SUBTOTAL			\$120,000.00				
	GRAND TOTAL			<u>\$1,117,139.00</u>				

# Annual Statement/Performance and Evaluation Report

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

### Part III: Implementation Schedule

PHA Name: EASTERN CAROLINA REGIONAL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NC19P01050104 Replacement Housing Factor No:				Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1. NC10-3 MACON COURT I	09/30/06			09/30/08			
2. NC10-4 MACON COURT I	09/30/06			09/30/08			
3. NC10-6 EASTOVER TERRACE	09/30/06			09/30/08			
4. NC10-7 SAMPSON HOMES	09/30/06			09/30/08			
5. NC10-8 MANTEO CIRCLE	09/30/06			09/30/08			
6. NC10-14 KINGS TERRACE	09/30/06			09/30/08			
7. NC10-21 BRANTWOOD COURT	09/30/06			09/30/08			
8. NC10-22 DUDLEY COURT	09/30/06			09/30/08			

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name		REGIONAL HOUSING AUTHORITY		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:		
EASTERN CAROLINA						
A. Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY: 2005	Work Statement for Year 3 FFY Grant: PHA FY: 2006	Work Statement for Year 4 FFY Grant: PHA FY: 2007	Work Statement for Year 5 FFY Grant: PHA FY: 2008	
NC10-3 MACON COURT I	See Annual Statement	-	-	125,000.00	-	
NC10-4 MACON COURT II		-	-	70,000.00	-	
NC10-5 BAYVIEW HOMES		62,500.00	-	75,000.00	-	
NC10-6 EASTOVER TERRACE		75,250.00	-	105,000.00	116,375.00	
NC10-7 SAMPSON HOMES		75,250.00	-	105,000.00	116,375.00	
NC10-8 MANTEO CIRCLE		-	16,250.00	150,000.00	150,000.00	
NC10-11 BROOKSIDE MANOR		339,000.00	270,000.00	36,000.00	299,250.00	
NC10-12 DOGWOOD & B BUTLER		-	27,000.00	-	-	
NC10-14 KINGS TERRACE		-	54,000.00	-	-	
NC10-15 & 18 WINFREY COURT		-	81,000.00	-	-	
NC10-16 MAGNOLIA & MERCER		20,000.00	7,800.00	-	-	
NC10-17 KNOLLWOOD COURT		10,000.00	267,500.00	-	-	
NC10-19 AUSTIN ACRES		118,000.00	38,700.00	129,000.00	-	
NC10-21 BRANTWOOD COURT		10,000.00	32,400.00	-	108,000.00	
NC10-22 DUDLEY COURT		90,000.00	-	-	-	
B. MANAGEMENT IMPROVEMENTS			120,000.00	120,000.00	120,000.00	120,000.00
C. HA-WIDE NONDWELLING						
STRUCTURE AND EQUIPMENT			-	-	-	-
D. ADMINISTRATION			111,714.00	111,714.00	111,714.00	111,714.00
E. COLLATERIZATION OR DEBT						
SERVICES			-	-	-	-
F. OTHER			\$85,425.00	\$90,775.00	\$90,425.00	\$95,425.00
CFP Funds Listed for 5-year planning		1,117,139.00	1,117,139.00	1,117,139.00	1,117,139.00	
Replacement Housing Factor Funds						

# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>02</u> FFY Grant: 2005 PHA FY:			Activities for Year : <u>03</u> FFY Grant: 2006 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	NC10-5 BAYVIEW HOMES			NC10-8 MANTEO CIRCLE		
Annual	KITCHEN CABINETS	25 Units	62,500.00	REFRIGERATOR	50 Units	16,250.00
Statement						
	NC10-6 EASTOVER TERRACE			NC10-11 BROOKSIDE MANOR		
	SEWER LINES	35 Units	75,250.00	REPLACE CEILINGS	90 Units	270,000.00
	NC10-7 SAMPSON HOMES			NC10-12 DOGWOOD & BYRON BUTLER		
	SEWER LINES	35 Units	75,250.00	CLOSET DOORS	100 Units	27,000.00
	NC10-11 BROOKSIDE MANOR			NC10-14 KINGS TERRACE		
	BATHROOM RENOVATION	90 Units	315,000.00	STEEL SCREENS	60 Units	54,000.00
	SECURITY LOCKS	90 Units	24,000.00			
				NC10-15&18 WINFREY COURT		
	NC10-16 MAGNOLIA & MERCER COURT			STEEL SCREENS	90 Units	81,000.00
	BATHROOM SINKS	50 Units	20,000.00			
				NC10-16 MAGNOLIA & MERCER COURT		
	NC10-17 KNOLLWOOD COURT			REFRIGERATOR	50 Units	7,800.00
	PLAYGROUND	40 Units	10,000.00			
				NC10-17 KNOLLWOOD COURT		
	NC10-19 AUSTIN ACRES			CLOSET DOORS	40 Units	36,000.00
	DITCH	43 Units	10,000.00	INSULATED WINDOWS	40 Units	132,000.00
	KITCHEN CABINETS	43 Units	108,000.00	OUTSIDE FAUCET OUTLET	40 Units	8,000.00
				PAVE PARKING AREAS	40 Units	60,000.00
	NC10-21 BRANTWOOD COURT			PERIMETER FENCE	40 Units	31,500.00
	PLAYGROUND	36 Units	10,000.00			
				NC10-19 AUSTIN ACRES		
	NC10-22 DUDLEY COURT			STEEL SCREENS	43 Units	38,700.00
	KITCHEN CABINETS	21 Units	90,000.00			
Total CFP Estimated Cost \$			800,000.00			





**RESIDENT ASSESSMENT – FOLLOW –UP PLAN 2004**

Based on the results of the year 2003, Resident Survey, Eastern Carolina Regional Housing Authority has developed and implemented the following plan to enhance neighborhood appearance of its communities.

**NEIGHBORHOOD APPEARANCE:**

**Residents Concerns:** General appearance of neighborhood is unfavorable due to litter, broken glass, and upkeep of parking areas, playgrounds and noise.

Discussion: Appearance of neighborhood is primarily a result of residents and guest failing to dispose of trash and debris properly. Management through its use of the maintenance staff picks up litter. Rules against littering, and charges for those violating the rules, have made significant progress in correcting this behavior.

Planned Actions: Implement Community Beautification Projects as a means to satisfy Community Service Requirements. Continue to aggressively enforce rules and charges pertaining to littering and noise. Parking areas are being paved through use of Capital Fund monies.

**Residents Concerns:** Residents unsatisfied with the appearance of recreation areas.

Discussion: In those communities where playgrounds exist, the upkeep of equipment and fall zones needed improvement.

Planned Actions: Management has installed new playground equipment in some of its communities. Sand has been used to replace other materials used in the fall zone area around playground equipment. Maintenance personnel will conduct quarterly checks of the areas to maintain the safety and appearance of equipment and fall zone areas.

<b>Resident Concerns:</b>	Rodents and insects (indoors) are a problem within the units.
Discussion:	Management has in place an aggressive infestation policy for treatment and eradication of rodents and insects within the units.
Planned Actions:	Management will continue to educate its residents on the steps they can take to reduce the suitability of their unit for insects or rodents. Through its inspection program, management will identify those units experiencing problems and take immediate action to eliminate the problem. Management will also take action to terminate the lease of those residents refusing to maintain the unit in a sanitary manner.
Resident Concerns:	Dissatisfied with the upkeep of the exterior of the building.
Discussion:	Management through use of Capital Fund monies provides for the upkeep of all Housing Authority buildings. The unwillingness of residents to participate with management is the primary factor contributing to the negative appearance of buildings.
Planned Action:	Management will continue to improve the exterior appearance of the buildings through use of Capital Fund monies. Staff personnel have been instructed to closely monitor the exterior of the buildings on a daily basis for damage.

The management of Eastern Carolina Regional Housing Authority strongly believes that the actions stated in this plan will play a significant role in improving the satisfaction of the residents living in its communities.

**RESIDENT ADVISORY BOARD  
EASTERN CAROLINA REGIONAL HOUSING AUTHORITY  
AS OF: January 2004**

<b><u>MEMBER NAME/ADDRESS</u></b>	<b><u>LOCATION</u></b>
Mr. William Manley 536 N. Church Street Clayton, NC 27520	Austin Acres Clayton, N.C.
Ms. Patricia A. Thomas 115 Knollwood Court, Apt A Angier, NC 27501	Knollwood Court Angier, N.C.
Ms. Mary Hicks 110 Magnolia Court Magnolia, NC 28518	Magnolia Court Magnolia, NC
Ms. Michelle Shavers 112 JLD Drive Jacksonville, NC 28540	Dudley Court Jacksonville, NC
Ms. Valerie Morrisey 239 Dogwood Circle Clinton, NC 28329	Dogwood Circle Clinton, NC
Ms. Julynn Washington 228 Brantwood Court Roseboro, NC 28329	Brantwood Court Roseboro, NC
Ms. Antoinette Williams 112 Mercer Court P.O. Box 1045 Beulaville, NC 28518	Mercer Court Beulaville, NC 28518
Ms. April Lesesne 442 Macon Court Morehead City, NC 28557	Macon Court Morehead City, NC
Ms. Laraine Henderson 836 Manteo Circle Havelock, NC 28532	Manteo Circle Havelock, NC
Mr. Dock Bryant 434 West Seymour Drive Goldsboro, NC 27530	Winfrey Court Goldsboro, NC





**PROGRESS IN MEETING THE 2000 to 2004  
5 YEAR PLAN  
MISSION AND GOALS**

Eastern Carolina Regional Housing Authority has made significant progress in accomplishing the goals of its 5 year plan. Accomplishments are indicated below:

1. Expand the supply of assisted housing:
  - a. Management staff has attended conferences offered by The Department of Housing and Urban Development, NC Housing Finance Agency, The National Development Council and various trade organizations to enhance their knowledge of assisted housing development and production.
  - b. The Executive Director and Deputy Executive Director have attained N.C. Real Estate Broker's Licenses.
  - c. Management has contracted with a Development Consultant and For Profit Development Contractor to leverage private and public funds to create additional housing opportunities utilizing the Low Income Housing Tax Credit.
  - d. Through its Development Company, two (2) unsuccessful applications were submitted during the 2003 LIHTC Cycle. Management contemplates submitting another application under the 2005 LIHTC cycle.
  
2. Improve the quality of assisted housing.
  - a. Eastern Carolina Regional Housing Authority received the designation of High Performer for the fiscal year ending September 30, 2003. Management contemplates a continued designation of High Performer based on management indicators for the fiscal year ending September 30, 2004.
  - b. Management successfully used funding under the Capital Fund Grant Program to renovate and modernize its entire stock public housing units. During this planning cycle central heat and air conditioning was installed in all units and kitchen and bathroom renovations were completed.
  
3. Provide an Improved living environment:
  - a. Management implemented a preference for working families and established flat rents in an effort to deconcentrate poverty within its developments.
  - b. The Housing Authority has continued its relationship with local law enforcements to increase the safety and security of its communities.
  
4. Promote self-sufficiency and asset development of assisted households:

The Housing Authority's management has continued its coordination with local Community colleges and Human Services agencies to make various self sufficiency activities available to its resident.

5. Ensure equal opportunity and affirmatively further fair housing:  
Training of employees on laws governing fair housing and equal opportunity is ongoing. Bulletin boards are being reviewed and updated.

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

### **B. Criteria for Substantial Deviations and Significant Amendments**

#### **(1) Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

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

Substantial Deviation from the 5-Year Plan: Discretionary changes in the plans or policies of the housing authority that fundamentally changes the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners and the public comment process.

Significant Amendment or Modification to the Annual Plan: Discretionary changes in the plan or policies of the housing authority that fundamentally changes the activities listed in the plan that requires the approval of the Board of Commissioners and the public comment process.

**Eastern Carolina Regional Housing Authority (ECRHA)**  
**Schedule of Flat Rents**  
**Effective October 1, 2004**

In accordance with Section 960.253 – 24 CFR, Eastern Carolina Regional Housing Authority (ECRHA) affords its residents a choice to pay rent based on their income or to pay a flat rent, based on the rental value of the unit. The flat rent is based on the market rent charged for comparable units in the private unassisted rental market within the local area of the unit development. It is equal to the estimated rent for which the Housing Authority could lease the public housing unit after preparation for occupancy.

The Housing Authority must use a reasonable method to determine the flat rent based on the following considerations:

- a. Location, quality, size unit type and age of the unit.
- b. Amenities, housing services, maintenance and utilities provided by the Housing Authority.

The flat rent is designed to encourage self-sufficiency and to avoid creating disincentives for continued residency by families that are attempting to become economically self-sufficient. If the family chooses to pay a flat rent, the Housing Authority does not pay any utility reimbursement.

The Housing Authority is required to review its flat rents on an annual basis to determine if adjustments need to be made to the rates currently in effect. In February 2004 ECRHA contracted with Wilson and Associates of Greensboro, North Carolina to conduct an analysis of its current flat rents and to make a recommendation whether or not the rents needed adjustments. Based on their analysis and recommendation ECRHA will adjust its current Flat Rent Schedule for all units by 5% effective upon approval of the 2004 Agency Plan.

The proposed Flat Rent Schedule is attached as page two of this document. A copy of the Wilson Associates analysis and recommendation is available for review in the Housing Authority's central offices, located at 300 Myers Avenue, Goldsboro, NC, 27530.

**EASTERN CAROLINA REGIONAL HOUSING AUTHORITY  
FLAT RENT SCHEDULE**

Location	Flat Rent					
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Morehead City Macon Court, Bayview Homes Kings Terrace		310.00	349.00	431.00	546.00	
Havelock Manteo Circle		254.00	288.00	360.00	482.00	
Duplin County Magnolia Court & Beulaville		290.00	345.00	426.00	513.00	
Angier Knollwood Court		289.00	336.00	414.00	501.00	
Clayton Austin Acres		376.00	451.00	542.00	681.00	
Jacksonville Dudley Court				407.00	521.00	
Clinton & Roseboro Eastover Terrace, Sampson Homes Dogwood Circle, Byron Butler Ct, & Brantwood Court	260.00	306.00	367.00	405.00	490.00	560.00
Goldsboro Brookside Manor & Winfrey Court		294.00	342.00	422.00	510.00	

Effective: October 1, 2004

**Eastern Carolina Regional Housing Authority  
300 Myers Avenue  
P.O. Box 1315  
Goldsboro, NC 27533-1315**

**Voluntary Conversion Initial Assessments FY 2001**

1. Eastern Carolina Regional Housing Authority has seventeen (17) developments that are subject to the Required Initial Assessments and one development, which is exempt from this assessment based on the exemption for elderly and/or disabled development.

2. Developments where the Initial Assessment is required:

a.	Macon Court I	NC010-3	40 Units
b.	Macon Court II	NC010-4	24 Units
c.	Bayview Homes	NC010-5	25 Units
d.	Kings Terrace	NC010-14	60 Units
e.	Eastover Terrace	NC010-6	35 Units
f.	Sampson Homes	NC010-7	35 Units
g.	Manteo Circle	NC010-8	50 Units
h.	Dogwood Circle	NC010-12	70 Units
i.	Brookside Manor	NC010-11	90 Units
j.	Winfrey Court I	NC010-15	40 Units
k.	Winfrey Court II	NC010-18	50 Units
l.	Magnolia Court	NC010-16A	26 Units
m.	Mercer Court	NC010-16B	24 Units
n.	Knollwood Court	NC010-17	40 Units
o.	Austin Acres	NC010-19	43 Units
p.	Brantwood Court	NC010-21	36 Units
q.	Dudley Court	NC10-22	21 Units

3. Development where Initial Assessment is not required:

Bryon Butler Court    NC010-12    30 Units

4. Initial Assessments have been completed for seventeen (17) covered developments as indicated below:

- a. Macon Court I, a general occupancy development located in Morehead City, North Carolina. The city is located in Carteret County in Eastern North Carolina. The county has a population of 59,383 with an area medium income of \$31,746.00. The Average income of the residents of Macon Court I is \$12,563.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of

this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).

- b. Macon Court II, a general occupancy development located in Morehead City, North Carolina. The city is located in Carteret County in Eastern North Carolina. The county has a population of 59,383 with an area medium income of \$31,746.00. The Average income of the residents of Macon Court II is \$12,563.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- c. Bayview Homes, a general occupancy development located in Morehead City, North Carolina. The city is located in Carteret County in Eastern North Carolina. The county has a population of 59,383 with an area medium income of \$31,746.00. The Average income of the residents of Bayview Homes is \$9,828.00. This project has be schedule for demolition in FY 2004 or FY 2005. Housing Authority will seek replacement vouchers to support this activity.
- d. Kings Terrace, a general occupancy development located in Morehead City, North Carolina. The city is located in Carteret County in Eastern North Carolina. The county has a population of 59,383 with an area medium income of \$31,746.00. The Average income of the residents of Kings Terrace is \$10,511.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- e. Manteo Circle, a general occupancy development located in Havelock, North Carolina. The city is located in rural Craven County in Eastern North Carolina. The county has a population of 91,436 with an area medium income of \$30,410.00. The Average income of the residents of Manteo Circle is \$11,250.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- f. Eastover Terrace, a general occupancy development located in Clinton, North Carolina. The city is located in rural Sampson County in Eastern North Carolina. The county has a population of 60,161 with an area

medium income of \$27,173.00. The Average income of the residents of Eastover Terrace is \$7,274.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).

- g. Sampson Homes, a general occupancy development located in Clinton, North Carolina. The city is located in rural Sampson County in Eastern North Carolina. The county has a population of 60,161 with an area medium income of \$27,173.00. The Average income of the residents of Eastover Terrace is \$8,047.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- h. Brookside Manor, a general occupancy development located in Goldsboro, North Carolina. The city is located in rural Wayne County in Eastern North Carolina. The County has a population of 113,329 with an area medium income of \$29,041.00. The Average income of the residents of Brookside Manor is \$9,805.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- i. Winfrey Court I, a general occupancy development located in Goldsboro, North Carolina. The city is located in rural Wayne County in Eastern North Carolina. The county has a population of 113,329 with an area medium income of \$29,041.00. The Average income of the residents of Winfrey Court I is \$10,033.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- j. Winfrey Court II, a general occupancy development located in Goldsboro, North Carolina. The city is located in rural Wayne County in Eastern North Carolina. The county has a population of 113,329 with an area medium income of \$29,041.00. The Average income of the residents of Winfrey Court II is \$10,033.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).

- k. Magnolia Court, a general occupancy development located in Magnolia, North Carolina. The city is located in rural Duplin County in Eastern North Carolina. The county has a population of 49,063 with an area medium income of \$26,715.00. The Average income of the residents of Magnolia Court is \$9,731.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- l. Mercer Court, a general occupancy development located in Beulaville, North Carolina. The city is located in rural Duplin County in Eastern North Carolina. The county has a population of 49,063 with an area medium income of \$26,715.00. The Average income of the residents of Mercer Court is \$8,733.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- m. Dogwood Circle, a general occupancy development located in Clinton, North Carolina. The city is located in rural Sampson County in Eastern North Carolina. The county has a population of 60,161 with an area medium income of \$27,173.00. The Average income of the residents of Dogwood Circle is \$8,820.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- n. Brantwood Court, a general occupancy development located in Roseboro, North Carolina. The city is located in rural Sampson County in Eastern North Carolina. The county has a population of 45,000 with an area medium income of \$27,173.00. The Average income of the residents of Brantwood Court is \$8,622.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c ).
- o. Dudley Court, Jacksonville, North Carolina. The city is located in rural Onslow County in Eastern North Carolina. The County has a population of 150,355 with an area medium income of \$27,372.00. The Average income of the residents of Dudley Court is \$18,101.00. The county has large military population with extreme demand for low and moderate

priced commercial rental housing. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c ).

- p. Austin Acres, a general occupancy development located in Clayton, North Carolina. The city is located in rural Johnston County in Eastern North Carolina. The county has a population of 121,965 with an area medium income of \$34,081.00. The Average income of the residents of Austin Acres is \$14,008.00. Wake County and the Raleigh, North Carolina metropolitan area, border Johnston County. This area has an extreme demand for low and moderate price commercial rental housing. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c ).
  
- q. Knollwood Court, a general occupancy development located in Angier, North Carolina. The city is located in rural Harnett County in Eastern North Carolina. The county has a population of 91,025 with an area medium income of \$29,080.00. The Average income of the residents of Knollwood Court is \$12,329.00. Wake County and the Raleigh, North Carolina metropolitan area, border Harnett County. This area has an extreme demand for low and moderate price commercial rental housing. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c ).