

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

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# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009  
Annual Plan for Fiscal Year 2005

HOUSING AUTHORITY  
OF THE  
COUNTY OF DEKALB, GA  
ga237v02

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

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority of the County of DeKalb, GA

**PHA Number:** GA237

**PHA Fiscal Year Beginning:** July 1, 2005

**Public Access to Information**

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

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

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

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

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

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

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

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

**A. Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)  
**"To serve the citizens and communities of DeKalb County, Georgia by promoting quality housing and related economic development through the engagement of human and financial resources".**

**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.) PHA's 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:** **Status: Ongoing**
- Apply for additional rental vouchers:
    1. HADC will apply for any additional Vouchers upon notice of funding availability.
  - Reduce public housing vacancies and strive for 100% occupancy.
  - 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:** **Status: Ongoing**
- Improve public housing management: (PHAS score) 93
    1. Provide and maintain accurate data for the MAAS submission to include supporting documentation.
  - Improve voucher management: (SEMAP score)89

1. Provide and maintain accurate data for the SEMAP submission to include supporting documentation.
2. Strive to achieve a high performer status in MAAS and SEMAP in accordance with annual Budget Authority.
3. Increase MAAS and SEMAP score in all areas of deficiency.

Increase customer satisfaction: **Status: Ongoing**

1. Improve customer service.
2. Conduct ongoing staff customer service training in-house.
3. Send staff to customer service training outside the agency.
4. Implement an on-going customer service satisfaction program for landlords and residents through periodic survey assessment.
5. Develop performance measures based on survey responses.
6. Hire a customer service staff person to address problems and concerns from the public.
7. Provide an opportunity for Staff to attend resident meetings to address issues and concerns and meet periodically with Resident Policy Council.
8. Provide workshops and training classes for residents to become more familiar with all HADC policies and procedures.
9. Provide continual training sessions/workshops for staff to become more effective in the enforcement of all HADC policies and procedures
10. Implement aggressive lease enforcement in all areas.

Concentrate on efforts to improve specific management functions (list; e.g., public housing finance; voucher unit inspections) **Status: Ongoing**

1. Provide Staff with training to include: Housing Quality Standards, Customer Service, Rental Integrity Monitoring (RIM), Rent Calculation, Program Eligibility, Leadership and various other related training for improving management effectiveness.
2. Update the Section 8 and Public Housing Policies and Procedures as regulation changes warrant the need.
3. Thorough enforcement of all policies and procedures of the HADC.
4. Review all job descriptions to restructure agency for most effective implementation of services.

Renovate or modernize public housing units:

Demolish or dispose of obsolete public housing:

1. Conduct a comprehensive assessment ascertaining the long-term viability of Johnson Ferry East Apts.

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

1. Administer a Project Based Assistance Program.
2. Administer a Section 8 Homeownership program.
3. Administer Section 8 opt-out vouchers when it is not possible to save the impacted complex, a HUD contract, extension or renewal.

PHA Goal: Increase assisted housing choices

Objectives:

**Status: Ongoing**

- Provide voucher mobility counseling:
  1. Implement a resident mobility counseling program to improve the image of the Housing Choice Voucher program.
- Conduct outreach efforts to potential voucher landlords
  1. HADC conducts regular landlord meetings.
  2. Attend various landlord association meetings.
  3. Provide marketing for direct outreach.
  4. Develop an extensive public relations plan.
- Increase voucher payment standards
- Implement voucher homeownership program:
  1. Identify and evaluate other homeownership opportunities for Housing Choice Voucher families such as lease-purchase programs and other creative financing options.
  2. Apply to become a HUD certified Homebuyer Education Agency.
  3. Become a certified Housing Counseling Agency.
- Implement public housing or other homeownership programs:
  1. Apply to become a HUD certified Homebuyer Education Agency
  2. Become a certified Housing Counseling Agency.
- 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

**Status: Ongoing**

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  1. Identify the areas of DeKalb County to be targeted for enhanced Housing Choice Voucher program marketing and outreach to both families and landlords.
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  1. Create and enter into informal partnerships with human services agencies to help facilitate the participating families' transition from living in poor neighborhoods to moving to non-traditional areas, such as north DeKalb County.

- 2. Develop and utilize a revised briefing and orientation packages and program for families that will emphasize their options in selecting units outside areas of high poverty and non-impacted areas.
- Implement public housing security improvements:
  - 1. Conduct Crime Prevention Through Environmental Design (CPTED) study to ensure the adequacy of safety and security features within the PHA properties.
  - 2. Redevelop a partnership relationship with local law enforcement.
  - 3. Implement a comprehensive screening and One Strike You're Out Policy.
  - 4. Collect and maintain crime statistical data summaries.
- 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:

**Status: Ongoing**

- 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)
  - 1. Apply for funding to support the Family Self-Sufficiency program (FSS).
  - 2. HADC will continue to collaborate with community and human services organizations to identify and implement programs that can promote self-sufficiency.
  - 3. Apply for and implement Individual Development Account (IDA) for Homeownership opportunities through the United Way and the County.
  - 4. Identify Section 8 homeownership candidates by opening the program up to all current Section 8 participants making \$25,000 or more, and who meet other program requirements.
  - 5. To provide workshops for enhancing employability skills including an annual on-site job fair.
  - 6. To provide on-the-job training apprenticeships enhancing Section 3 initiatives when applicable.
  - 7. Increase the number and percentage of employed persons in assisted families.

8. Provide or attract supportive services to improve assistance recipients' employability.
9. Provide or attract supportive services to increase independence for the elderly or families with disabilities.

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives: **Status: Ongoing**
  - 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:
    1. Increase the percentage of all Housing Choice Voucher families with children who are moving from one unit to another into a non-impacted census tract.
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)
    1. Continue to develop and improve on landlord outreach and orientation programs to attract more landlords with units in HADC's targeted areas.

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

In FY 2004, the Housing Authority of DeKalb County (HADC) hired a new Executive Director, Bettye Davis, and embarked upon a new era of redefining the role of public housing including, addressing the needs of the clientele served. The mission of the Agency was revised and the goals redirected to include the measurable objectives of:

- (1) Offering a wide variety of affordable homes for a highly, diverse set of customers;
- (2) Maintaining a level of consistent, predictable funding; and
- (3) Sustaining a high performance level year after year.

The HADC in the upcoming five year period (FY 2005-2009), is committed to providing high quality management and maintenance services through the utilization of private sector management standards. As the restoration of public confidence in the HADC is critical, a priority has been established for improvement in all areas of accountability and compliance.

An independent review of the HADC practices and procedures resulted in the Department of Housing and Urban Development (HUD local Field Office) requiring a Memorandum of Agreement (MOA) to be initiated. This agreement specifically indicates performance targets and strategies which must be addressed in the upcoming year. In fulfillment of the requirements of the MOA between HUD and the HADC, a monthly summary will be forwarded to the Board of Commissioners and HUD, summarizing performance targets and strategies designed to restore the Agency to "high performer" status. The areas addressed will include:



- (1) Refine, expand and standardize operational reports to the Board;
- (2) Provide formal training to the Board to increase its capacity to perform its policy oversight, and fiduciary duties;
- (3) Implementation of an operational, strategic plan;
- (4) Expand the capacity of the Board to include a Resident Commissioner;
- (5) Evaluate and restructure the existing organizational structure of the HADC to include reclassification of personnel;
- (6) Improve employee accountability;
- (7) Establish and maintain appropriate financial management standards;
- (8) Improve internal control systems;
- (9) Improve systems for complying with all regulatory policies and procedures;
- (10) Revise all HADC policies and procedures to reflect regulatory requirements;
- (11) Improve Quality Assurance procedures;
- (12) Improve customer satisfaction; and
- (13) Improve management information systems.

In addition to the preparation of the (FY 2005-2009) Five Year and (FY 2005) Annual Plans, a Strategic Operating Plan has been created and will be monitored monthly by the HADC Executive Staff. The Strategic Plan incorporates goals, tasks, deliverables and schedules for every operational and policy area of the Agency.

To ensure that the (FY 2005-2009) Five Year and (FY 2005) Annual Plan fully addresses the needs of the HADC, the (FY 2000-2004) Plan was reviewed. While it was recognized that many of the goals and objectives selected by previous administration were not applicable or realistic based on the past, current or future needs of the Agency, all staff were required to provide feedback as to goals accomplished during the previous period and factors attributing to non-accomplishment of stated objectives. A summary of the FY 2000-2004 goals and objectives addressed is included as **ATTACHMENT A: ga237a02**.

A significant component of the HADC upcoming strategy will include asset revitalization. It is intended the projected affordable housing, revitalization activities will have a multiplier effect, generating new economic activity for local residents and businesses, improving confidence in the County's real estate markets, supporting families in the transition from welfare to work, and building pride within the communities.

A comprehensive physical needs assessment is being conducted to ascertain the long-term viability of Johnson Ferry East Public Housing Apartments. Based on the findings of the assessment, the HADC will develop a comprehensive, redevelopment strategy that will address the physical, marketability and operational needs of community.

In summary, in (FY 2005-2009), the HADC will strive to improve the usage of the systems, teams, procedures and reorganize the administrative structure. This redirection of efforts will enhance the capability of the HADC to further improve the delivery of services to the residents of the targeted communities and the families on the waiting lists. Specific initiatives and strategies include:

- (1) Implementing a comprehensive capital and redevelopment investment strategy to coordinate and prioritize the expansion, modernization and redevelopment of the HADC asset inventory in coordination with other County revitalization efforts.
- (2) Provide technical assistance to the Resident Policy Council to facilitate the provision of resident services and self-sufficiency initiatives for HADC residents.
- (3) Revise all Agency Budgets to include the Capital Funds to ensure activities slated for funding are congruent with the needs of the Agency.
- (4) Reinstitute the mandated HUD Family Self-Sufficiency Program which provides case management for Housing Choice Voucher families, to include increased economic independence opportunities for special and targeted populations.
- (5) Manage all HADC properties while adhering to the mission and strategic goals of the Authority.
- (6) Offer homeownership initiatives as foundations for creating economic self sufficiency opportunities.

*In conclusion, it is the intent of the HADC to continue to deliver a high- quality level of comprehensive, affordable housing services to the residents of DeKalb County. The HADC will strive to “build beyond expectations” in accomplishing the Agency goals and objectives slated in the( FY 2005-2009) Five Year Plan and Strategic Plan. Maximization of resources, monetary and manpower will be marshaled to bring to fruition the accomplishment of the following directives:*

- *Effective Property Management*
- *Maximum Utilization of the Housing Choice Voucher Program*
- *Marketable Real Estate Development*
- *Improved Public Safety and Security Initiatives*
- *Increased Resident Support Services*
- *Increased Productivity and Cost Effectiveness*
- *Increased Program Compliance and Accountability*
- *Improved Technology and Management Information Systems*
- *Improved Governmental Initiatives*

*The focus on quality improvements will generate positive impacts throughout the HADC organization. In (FY 2005-2009), the HADC will undertake, at every level,*

*quality assurance and quality control initiatives to improve the accuracy of transactions, enhance employee accountability, and increase the effectiveness and courtesy of customer service.*

*The revised Agency structure will provide a mechanism for addressing and tracking the interrelated programs of redevelopment, property management, maintenance, supportive services and other activities. The evidence of the accomplishments will be restoring the HADC to a level of “high performance”.*

## Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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## Supporting Documents Available for Review

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

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

<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	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including 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
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
n/a	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
X	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
X	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
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
n/a	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
n/a	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	Annual Plan: Annual Audit

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	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	
n/a	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall 674,334- Pop.</b>	<b>Afford- ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Accessibility</b>	<b>Size</b>	<b>Location</b>
Income <= 30% of AMI							
Income >30% but <=50% of AMI							
Income >50% but <80% of AMI							
Elderly	117,463 17.4%	4	3	3	3	2	2
Families with Disabilities	105,844 15.6%	4	5	4	3	3	3
Race/Ethnicity White	241,412 35.8%	4	2	2	3	3	1
Race/Ethnicity Black	365,489 54.2%	4	2	3	3	3	3
Race/Ethnicity Asian	26,973 4.0%	4	3	2	3	3	2
Race/Ethnicity Other	40,460 6.0%	4	2	2	3	3	1

**\*\*Average median income for DeKalb County, Georgia is \$55,023.00**

*This information was submitted incorrectly in the previous Five Year/Annual Plan submissions as the data requested is reflected from demographics obtained from the local jurisdiction and not that of the Housing Authority. The correct information was requested from the city of Decatur and is being provided in this document as received. The City of Decatur is not recording housing needs data based on income as a percentage of AMI.*

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: **2005**
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Waiting List</b>			
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	7806		5%
Extremely low income <=30% AMI	7749	99%	
Very low income (>30% but <=50% AMI)	53	.007	
Low income (>50% but <80% AMI)	4	<.01	
Families with children	5197	66.6	
Elderly families	211	.03	
Families with Disabilities	1042	.13	
Race/ethnicity	290	.04	
Race/ethnicity	6701	86.00	
Race/ethnicity	46	.005	



<b>Housing Needs of Families on the Waiting List</b>			
Race/ethnicity	450	.058	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	2102		
2 BR	2678		
3 BR	1545		
4 BR	382		
5 BR	43		
5+ BR			

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)? 5 Months

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	3655		1%
Extremely low income <=30% AMI	3563	97.5%	
Very low income (>30% but <=50% AMI)	81	.02%	
Low income	11	.003%	

<b>Housing Needs of Families on the Waiting List</b>			
(>50% but <80% AMI)			
Families with children	1111	30.4%	
Elderly families	289	8.1	
Families with Disabilities	2235	61.1	
Race/ethnicity	52	1.41	
Race/ethnicity	3569	96.54	
Race/ethnicity	20	.54	
Race/ethnicity	57	1.54	
Characteristics by Bedroom Size (Public Housing Only)			
	<b>Not Applicable</b>	<b>Not Applicable</b>	
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 180 (13 yrs)			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### **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.

HADC will apply for additional vouchers if funds become available.

#### **(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:
  1. Continue to monitor the Housing Choice Voucher program lease-up rate in accordance with budget authority and make lease-up decisions accordingly.
- 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:
  1. Concentrate and implement an aggressive marketing plan to conduct landlord outreach in North DeKalb if the needed funds are available to complete the marketing project.
  2. This activity is also a component of the efforts to achieve de-concentration in SEMAP requirements and Housing Choice Voucher goals.
- Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
  1. Relevant family information is provided to the landlord upon request and HADC is conducting criminal background checks. Owners are encouraged to perform their own criminal background checks on prospective tenants.
- 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:
  1. HADC will apply for any vouchers that may 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)
  1. Improve systems and resource usage so that more existing units are available for occupancy.

**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)

1. Increase marketing campaign to target families that meet these requirements.

**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)

1. Increase marketing campaign to target families that meet these requirements.

**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:
  1. HADC will apply for any such vouchers upon the release of Notice of Funding Availability.

- Other: (list below)
  1. Increase marketing campaign to target families that meet these requirements.

**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:
  1. HADC will apply for any special allocated vouchers should they become available and known to HADC.
- Affirmatively market to local non-profit agencies that assist families with disabilities:
  1. HADC has longstanding relationships with such local non-profit agencies that assist families with disabilities and through HADC staff attending regular meetings and participating on various boards with these groups and the regular exchange of information, the need for and availability of housing resources for families with disabilities is made known.
- Other: (list below)
  1. Encourage joint ventures with non-profit providers of services and housing for the disabled to provide additional housing for the disabled.

**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:
  1. HADC will aggressively market the Housing Choice Voucher program to any race/ethnicity that it feels have been adversely affected disproportionately in application intake, issuance of vouchers or lease-up process.
- 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:
  1. Implement the mobility counseling program. Staff is currently meeting to discuss and write-up procedures for the new process.
- Market the Section 8 program to owners outside of areas of poverty /minority concentrations:
  1. Attend regular scheduled landlord association Presidents' meeting to present information as pertains to the Housing Choice Voucher Program.
- 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:
  - 1. Due to funding shortfalls, HADC is monitoring effective methods and measures to offset the shortfall.
- 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)
  - 1. Comprehensive report received from D.D. Strum Housing Services.
  - 2. HADC appointed a new Executive Director, who has established revised goals and objectives for the Housing Authority.

## Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2005 grants)</b>		
a) Public Housing Operating Fund	1,348,974	JFE & TGM
b) Public Housing Capital Fund	1,170,699	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	33,410,670	Housing Choice Voucher & Mod Rehab IV
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
PHA Capital Fund FY 2003 (2 grants)	1,216,545	
<b>3. Public Housing Dwelling Rental Income</b>		
<b>Johnson Ferry East</b>	929,114	
<b>Tobie Grant Manor</b>	473,902	
<b>4. Other income (list below)</b>		
Investment Income	36,852	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>38,586,756</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number) **1-5**
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

**All eligible verifications are based on unit availability and type**

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

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

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

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

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

##### **(2) Waiting List Organization**

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

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

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

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



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

1. How many site-based waiting lists will the PHA operate in the coming year? **2**

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)? **NO**  
If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists? **2**

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)

*Residents who are employed and outside of the jurisdiction.*

*Residents who are not employed and live in the jurisdiction.*

*Employed singles who live in the jurisdiction.*

*Employed singles that do not live in the jurisdiction.*

*Near Elderly (50-61) that live in the jurisdiction.*

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

### 1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 3 Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- 3 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. *Residents who are employed and outside of the jurisdiction.*
- 3. *Residents who are not employed and live in the jurisdiction.*
- 3. *Employed singles who live in the jurisdiction.*
- 3. *Employed singles that do not live in the jurisdiction.*
- 3. *Near Elderly (50-61) that live in the jurisdiction.*

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)
- HADC Website**

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:
- Other (list policies and developments targeted below)

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

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

- Additional affirmative marketing

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

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

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

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

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

## B. Section 8

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

### (1) Eligibility

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

- Criminal or drug-related activity only to the extent required by law or regulation:
  1. HADC Housing Choice Voucher program started conducting criminal background checks in December of 2004. We also encourage landlords to perform their own criminal background checks.
- 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)

1. HADC provides tenant information to landlords upon request and only the tenant's last known address, landlord name, and landlord address will be released. Landlords are encouraged to perform their own criminal records check on their prospective tenant.

### **(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 : When the waiting list is open.

Other (list below)

### **(3) Search Time**

a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?  
HADC issue 120 days initially and will only extend the voucher search time for extenuating circumstances, such as family medical hardship, hard-to-house, disability as defined in the administrative plan.

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**):

HADC has the following special purpose vouchers:

1. Family Unification Program (FUP),
2. Veteran Administration Supportive Housing (VASH),
3. Moderate Rehab
4. Project based

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)

None.

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:
  - 1. HADC continues to update the Administrative Plan as program regulations changes.
- Briefing sessions and written materials:
  - 1. HADC provide both tenants and landlords with briefing manuals and packages of information beneficial to their program participation success.
- Other (list below)



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

- Through published notices  
1. In addition to published notices, we also put notices in other human service agencies offices, such as Department of Family and Children Services, Department of Labor, etc..
- 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)

*Databank Inc. – A residential survey and analysis of multi-family housing in the Atlanta Metropolitan area, updated quarterly.*

## **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)
  1. Due to current funding shortfall issues, HADC payment standards will be adjusted throughout the year accordingly, to compensate for the funding shortages.
  2. HADC will try and do everything possible to stay at a 100% of the FMR but this will depend entirely on budget issues.

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
  1. Due to current funding shortfall issues, HADC payment standards will be adjusted throughout the year accordingly, to compensate for the funding shortages.
- 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:
  1. How long it will take a family to locate a unit.
- Rent burdens of assisted families

1. The number of rent burdens HADC had to process until the family selected a unit they could afford based on their income.

Other (list below):

1. Location within the HADC's jurisdiction of units being selected.

**(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)

1. Defined in the Housing Choice Voucher program administrative plan (see attachment session of this document).

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached at **ATTACHMENT J: ga237j02**
- 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	698	92.2 units annually 7.7 units monthly
Section 8 Vouchers	3367	1%
Section 8 Certificates		
Section 8 Mod Rehab	8	1%
Special Purpose Section 8 Certificates/Vouchers	300 (FUP/VASH)	1%

(list individually)		
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)

#### *Service Contracts currently in place:*

1. *HVAC Maintenance – Raphael's Heating & Air Systems - Exp. 09-30-2006*
2. *Landscape Maintenance contract – U.S. Lawns – Exp. 02-27-2005 but work has been continued on a monthly basis until a new contract is signed.*
3. *Vacant Apartment Cleaning – Murphy & Sons – Exp. 07-31-2005*
4. *Vacant Apartment Painting – Murphy & Sons – Exp. 10-14-2005*
5. *Vacant Apartment Carpeting – D'Babs Construction – Exp. 07-31-2005*
6. *Extermination Services – Abate Pest Control – Exp. 06-30-2006*

#### *Plans and policies in place:*

1. *Admissions and Continued Occupancy Policy ACOP)*
2. *Administrative Plan (HCV)*
3. *Rent Collection Policy*
4. *Pet Policy*
5. *Unit Transfer Policy & Procedure*
6. *Application Processing policy*
7. *Security Deposit Refunds processing policy*
8. *Maintenance Plan & Procedures Policy (IN DRAFT FORM)*
9. *Preventative Maintenance Plan (IN DRAFT FORM)*
10. *Procurement Policy*

## 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

### A. Public Housing

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

If yes, list additions to federal requirements below:

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

**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 C: ga237c02**

-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 I: ga237d02**

-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.) **(Feasibility Assessment is being reviewed)**

### 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.)

1a. Development name: Johnson Ferry East Homes 1b. Development (project) number: ga237-4
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:
5. Number of units affected: 498
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

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

- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

**SEE ATTACHMENT L: ga237102**

**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.)

1. HADC has implemented a Homeownership program

### 2. Program Description:

#### a. Size of Program

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

1. HADC will limit homeownership participation to 10% of it's allocated units.

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

1. HADC will limit homeownership participation to 10% of it's allocated units.

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:

1. Credit score between 580-620
2. Criminal Background history
3. Higher income requirement/FSS participant (\$25,000) and as defined in the administrative plan.

## **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)?

**The HADC will enter into a contract agreement with the local TANF agency during the upcoming Fiscal Year.**

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)  
Schedule periodic meetings with the local TANF agency to ensure a comprehensive delivery of services

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

**(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>DeKalb Workforce Center, Inc One Stop System Partnership</i>	<i>Open to all HADC clients</i>	<i>Must be seeking fulltime or part time employment between 14 and up</i>	<i>Tobie Grant Manor Business center and satellite offices at Goodwill Industries, Ga. Dept of Labor DWC Inc.</i>	<i>All HADC Clients</i>

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

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	0
Section 8	No longer has an FSS program due to lack of funding but will reinstate in FY 2005.	0

- 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?

**The HADC will reinstate the mandatory FSS program in FY 2005. A revised FSS Action Plan will be submitted to HUD for approval during the upcoming fiscal year and the HADC will strive to ensure that all requirements are addressed and met.**

**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)

***Having periodic meetings with the Resident Policy Council and Residents to inform them of the HUD Policy & Regulatory changes that may affect any and all welfare benefit reductions.***

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



The Community Service Requirement for residents of government assisted housing was reinstated in February 2003 by an Executive Order. Therefore, the HADC is still pursuing and encouraging resident participation through a self-sufficiency directive. Partnership agreements have been established to assist with the placements. The mandatory program will be aimed at providing avenues for self-sufficiency to include non-paid employment experience. Community service and qualified service organizations and activities are described as follows:

**Community Service Is Defined As:**

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

1) **General**

In order to be eligible for continued occupancy, each adult family member (18 or over) must either (1) contribute eight hours per month of community service (not including political activities) within the community or (2) participate in an economic self-sufficiency program unless they are exempt from this requirements. Failure to comply with the community service requirement will result in ineligibility for continued occupancy at the time of any subsequent annual reexamination.

2) **Exemptions**

The following adult family members of resident families are exempt from this requirement:

- a. Family members who are 62 or older
- b. Family members who are blind or disabled
- c. Family members who are the primary care giver for someone who is blind or disabled
- d. Family members engaged in work activity
- e. Family members who are exempt from work activity under part A title IV of the Social Security Act or under any other State welfare program, including the welfare-to-work program
- f. Family members receiving assistance under a State program funded under part A title IV of the Social Security Act or under any other State welfare program, including welfare-to-work and who are in compliance with that program
- g. Family member enrolled in school or training program

3) **Notification of the Requirement**

The HADC shall notify the head of household of the community service

requirement and the categories of individuals who are exempt from the requirement. The notification will provide the opportunity for family members to claim and explain an exempt status. The HADC shall verify, such claims and shall notify the family of the exemption is approved.

The notification will advise families that their community service obligation will begin upon the effective date of their first annual reexaminations on or after July 01, 2001. For families paying a flat rent, the obligation begins on the date their annual reexamination would have been effective had an annual reexamination taken place. All proof must be turned in at re-certification time.

**4) Volunteer Opportunities**

Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community. An economic self-sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).

**5) The Process**

At the first annual reexamination on or after March 01, 2001, and each annual re-examination thereafter, the HADC will do the following:

- a. Provide a list of volunteer opportunities to the head of household who will be responsible for providing it to the appropriate family member(s).
- b. Provide information about obtaining suitable volunteer positions.
- c. Provide a volunteer time sheet(s). Instructions for the time sheet will require the resident to complete the form, have a supervisor date and sign for each period of work and return the form to the HADC.
- d. Thirty (30) days before the family's next lease anniversary date, the Housing Authority will determine whether each applicable adult family member is in compliance with the community service requirement.

**6) Notification of Non-Compliance with Community Service Requirement**

The HADC will notify any family found to be in non-compliance of the following:

- a. The family member(s) has been determined to be in non-compliance;
  - 1.) That the determination is subject to the grievance procedure; and
  - 2.) That, unless the family member(s) enter into an agreement to comply, the lease will not be renewed or will be terminated;

**7) Agreement Opportunity**

The HADC will offer the family member(s) the opportunity to enter into an

agreement prior to the anniversary of the lease. The agreement shall state that the family member(s) agrees to enter into an economic self-sufficiency program or agrees to contribute to community service for as many hours as needed to comply with the requirement over the past 12-month period. This shall occur over the 12-month period beginning with the date of the agreement and the resident shall at the same time stay current with that year's community service requirement. The first hours a resident earns goes toward the current commitment until the current year's commitment is made.

If any applicable family member does not accept the terms of the agreement, does not fulfill their obligation to participate in an economic self-sufficiency program, or falls behind in their obligation under the agreement to perform community service, HADC shall take action to terminate the lease.

### **Community Service Organizations And Activities Are Defined As:**

As a convenience to participating residents, the Housing Authority will develop, post on the Authority's bulletin boards and provide to covered residents a list of qualified organizations (and activities) that have agreed to work with residents in helping them perform community service activities. Residents required to participate are not limited to the published list and are encouraged to identify other organizations and activities.

The following list of qualified service organizations and activities is presented as a convenience to covered residents. Residents are not limited to the following list and are encouraged to identify other organizations and activities.

#### **Qualified Organizations**

- HADC
- County Government Departments
- Nonprofit Organizations
- Local Hospitals

#### **Qualified Activities**

- Volunteer services to any qualified organization
- Self-sufficiency activities such as education, training and self-improvement classes
- Participation in monthly resident programs as presented by the Housing Authority.

### **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)

**Crime statistics received from local law enforcement agency.  
One Strike You're Out Policy.**

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)

**Tobie Grant Manor and Johnson Ferry East**

**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)

***Concentrated Community policing patrols on an as needed basis, within the needed developments.***

2. Which developments are most affected? (list below)  
**Tobie Grant Manor and Johnson Ferry East**

**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)  
**Tobie Grant Manor and Johnson Ferry East**

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

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

**PHDEP is no longer a PHA initiative but the HADC will participate in effective on-going proactive, community policing initiatives.**

- 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 2005 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)]

***THE PET POLICY AND PROCEDURES FOR the DEKALB and DECATUR HOUSING AUTHORITIES (DDHA) ARE CURRENTLY IN EFFECT FOR THE HOUSING AUTHORITY OF DEKALB (HADC) RESIDENTS. THE ADMINISTRATIVE AND CONTINUING OCCUPANCY POLICY (ACOP) IS BEING REVISED DURING THE FY 2005 FISCAL YEAR AND A PET POLICY WILL BE INCLUDED IN THE DOCUMENT. THE ACOP WILL BE ADOPTED BY THE HADC BOARD DURING THE UPCOMING FISCAL YEAR AND FORWARDED TO HUD.***

## **INTRODUCTION.**

DDHA residents, who desire to keep a pet (as later defined in this Pet Policy) in his or her apartment, may only do so in strict accordance with the procedures set forth in this Pet Policy. All other residents are prohibited from keeping pets in their apartments, in their yards, around their apartment or in or around any DDHA property.

### **A. APPLICABILITY:**

This policy (“Policy”) is applicable for all DDHA owned or managed communities that have been approved for common household pets, including those that have units designated as elderly, handicapped or disabled and family communities.

### **B. DEFINITION OF COMMON HOUSEHOLD PET:**

**“Common household pet” or “pet”** means a DDHA recognized domesticated animal which, for the purpose of this Policy, shall be confined to a dog, cat, bird or fish that is kept in the home for pleasure. The pet can not be used for any commercial purposes, and each pet must otherwise meet the requirement of this Policy.

Notwithstanding the foregoing, the term “Common household pets” or “pets” exclude:

1. Birds of prey with an overly aggressive nature.
2. Any cat with an overly aggressive nature or any cat with a known or suspected propensity, tendency or disposition to unprovoked attacks, or any cat, which actually attacks, or threatens to attack, a resident, visitor, guests or DDHA staff member.
3. Any dog owned or harbored primarily or in part for the purpose of dog fighting, or any dog trained or training for dog fighting; or
4. Any vicious and/or intimidating dogs. The terms “vicious” or “intimidating dog shall mean:
5. Any dog with a known or suspected propensity, tendency or disposition to unprovoked attacks that cause injury or any dog that otherwise endangers the safety of human beings or domestic animals.
6. Any dog which approaches any person in an apparent attitude of attack upon the streets, sidewalk or any community grounds or places.

7. Any dog which, when unprovoked, in a vicious or terrorizing manner approaches any person in an apparent attitude of attack upon the streets, sidewalks or any public grounds or places;
8. Any dog that bites, inflicts injury, assaults or otherwise attacks a human being or domestic animal with or without provocation on public or private property, including but not limited to, a bite which occurs inside of the resident's apartment.
9. Any dog which actually or may reasonably endanger or threaten to endanger the safety of any resident, staff member, visitor or guest of or to a DDHA community.

**C. APPLICATION FOR PET PERMIT:**

1. Prior to housing any pet in a DDHA apartment, in a resident's yard, or on or about any DDHA community, the resident shall apply to the management office of the community where the resident lives for a Pet Permit. The application must be accompanied by:
  - i. A current animal or pet license or tag issued by the appropriate authority;
  - ii. Evidence that the pet has been spayed or neutered as applicable:  
and
  - iii. Current shot record from the resident's veterinarian or the DeKalb County Humane Society or other applicable county Humane Society evidencing that the pet has received current rabies and distemper inoculations or boosters, as applicable.
  - iv. Such other evidence or documents as DDHA may require to ensure that the keeping of the proposed pet is in accordance with applicable state and local public health, animal control, and animal anti-cruelty laws and regulations.
  - v. Such other evidence or documents as DDHA may require to ensure that the keeping of the proposed pet is in accordance with DDHA's Pet Policy and Procedures for DDHA residents.
2. The Resident shall indicate the tag with an identifying number by the Humane Society in DeKalb County or other applicable county Humane Society, or by a licensed veterinarian. Such tag is generally provided after a pet has received the appropriate inoculations. The pet's tag number along with the shot inoculation record shall be recorded at the management office and, if all other

requests and conditions have been responsible for securing the identifying tag to the pet in such a way that the pet wears the tag at all times.

3. Any pet found outside of the dwelling unit unattended by the pet's owner or keeper will be considered stray animals and placed in custody of the DeKalb County Animal Control Center.
4. The Pet Permit shall be completed as prescribed by the form and signed by both the Resident and the Property Manager or designee.

**D. PET DEPOSIT:**

1. A pet deposit shall be required in the amount indicated below:
  - i. \$325.00 for each cat or dog;  
This fee is collected in the event it is necessary to clean/replace carpets and/or floors, fumigating apartment and common areas, replace tile, paint, repair window treatments, walls or doors, or other such repairs or replacements which are attributable to the pet being in the unit. The amounts for each of these charges are contained on DDHA Authority Wide Maintenance/Resident Charges Listing. Past experience has shown that such charges are approximately \$300.00+.
  - ii. \$240.00 for all birds in the same cage;  
This fee is collected in the event it is necessary to clean/replace carpet, fumigating apartment, paint, repair window treatments, walls and doors, or other such repairs or replacements which are attributable to the pet being in the unit. The amounts for each of these charges are contained on DDHA Authority Wide Maintenance/Resident Charges Listing. Past experience had shown that such charges are approximately \$200.00+.
  - iii. \$160.00 for all fish in a single aquarium over one (1) gallon capacity;  
This fee is collected in the event it is necessary to clean/replace carpet, paint, repair water damage if the aquarium should fall or break, or other such repairs or replacements which are attributable to the pet being in the unit. The amounts of these charges are contained on the DDHA Authority wide Maintenance/Resident Charges Listing. Past experience has shown charges are approximately \$140.00+.
2. DDHA shall refund the unused portion of the pet deposit, after subtracting any damages to the apartment, to the resident within a reasonable time after the



resident moves from the community or a reasonable time after the resident no longer owns or keeps a pet in the apartment.

3. Current pet owners who: (I) already reside in DDHA property; (ii) have a current Pet Permit; and (iii) are in lease compliance must submit the appropriate pet deposit and fee within twelve (12) months from the date of notification by the property management office. Resident must submit twenty-five percent (25%) of the appropriate pet deposit within sixty (60) days of the date the resident received notification of the pet deposit with the balance due in equal payments over the next ten (10) months.
4. DDHA shall amend the Pet Policy in accordance with HUD regulations periodically. If an increase in the amount of the Pet Deposit is warranted, residents shall be notified, by letter, as to the amount and the effective date of the increase. The increase amount may be paid in full or in two monthly installments, depending upon the amount and as stipulated by the Authority.
5. When the pet is no longer in or about DDHA property, or upon termination of Resident's lease, DDHA will use the pet deposit to pay reasonable expenses directly attributable to the presence of the pet in the community, including, but not limited to the cost of repairs and replacement to, and fumigation of, the resident's apartment or DDHA common areas or grounds, and the cost of removing or disposing of pet pursuant to this Policy.

## **E. RULES AND REGULATIONS:**

### **Number of Pets Allowed:**

1. No household shall own or keep in their apartments or on any property owned by DDHA more than:
  - i. one (1) dog;
  - ii. one (1) cat;
  - iii. two (2) aquariums;
  - iv. one (1) bird cage containing not more than two (2) birds;
  - v. a combination in the aggregate of not more than: (i) one (1) dog or one (1) cat, and one (1) aquarium; or (ii) one (1) bird cage containing not more than two (2) birds and one (1) aquarium.
2. For the purpose of this Policy, fish in a single approved aquarium constitute one (1) pet. Also no more than two (2) birds in a single cage constitute one (1) pet.

### **Applicability of Rules and Regulation to Service Animals:**

There shall be no charge for the registration of service animals while used as such by any person, provided: (i) that an affidavit or statement from a duly licensed and recognized physician certifying, in writing, that the service animal is required by the disabled person; (ii) that such service animal shall be vaccinated in compliance with The DeKalb County Animal Control Ordinance; (iii) that such animal is not “vicious”, “intimidating”, or “threatening” as is set forth under section II of this Policy. All such “service animals”, although, not technically a “pet” shall adhere to all of the Rules and Regulations set forth in this Policy with exception of the rule regarding weight limitations of the “pet”.

**Rules and Regulations Related to all Pets:**

1. The only permitted pets in and about DDHA communities are DDHA recognized domesticated dogs, cats, birds that are kept in approved birdcages, and fish that are kept in approved aquariums.
2. Residents shall not allow their pet to disturb, interfere or diminish the peaceful enjoyment of other residents. The term “disturb, interfere and diminish” shall include but not be limited to barking, howling, chirping, biting, scratching and other like activities. Moreover, residents shall not permit their pets to become a nuisance. Any dog is declared a public nuisance, if such dog:
  - a) Seriously disturbs a person or neighborhood by loud, frequent barking or howling. Generally, no management action will be taken against any person unless the complaint executes an affidavit indicating that he or she will testify in municipal court concerning such disturbance when notified of the date and time the matter is set for trial.
  - b) Threatens or causes a condition which endangers public health.
3. If pets are left unattended for a period of twenty-four (24) hours or more, DDHA may enter the dwelling unit, remove the pet and transfer it to the proper authorities, subject to the provisions of Georgia state law and pertinent local or county ordinances. DDHA accepts no responsibility for the animal under such circumstances. DDHA will charge the Resident of the unattended pet a fee for the removal of the pet.
4. Resident shall not alter their apartment, patio or apartment area in order to accommodate a pet without the expressed written permission of DDHA.
5. Residents are responsible for all damages caused by their pets, including the cost of cleaning or replacement of carpets, floors, doors, cabinets, window coverings and/or the fumigation of units.

6. Residents are prohibited from feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without the written permission of DDHA and may subject the resident to lease termination.
7. Should a resident's pet give birth to a litter or offspring, the resident shall remove all animals except one. Should the resident choose to keep one of the offspring, the resident must show a current license and shot record for the newly retained pet.
8. Each resident who has an approved pet must identify an alternate custodian of the pet in the event of resident illness or other significant absence from the dwelling unit. The identification of an alternate custodian must occur prior to DDHA's issuance of a Pet Permit.
9. Pets not owned by a resident shall NOT be kept on a temporary basis, absent the express written consent of the resident's Property Manager.
10. Pets must not be allowed to go onto the property of others and shall not constitute a nuisance to the pet owner's neighbors or neighbors to DDHA communities.
11. Pets must not hinder, interfere with, threaten or harass DDHA staff members, agents, contractors or service providers in the performance of their duties including but not limited to: (i) routine, non-routine and emergency maintenance in and about resident's unit; (ii) energy upgrade; (iii) building improvements; and (iv) routine and non-routine pest extermination or control activities. In no event may resident refuse to allow DDHA to perform such services due to the presence of a pet.

**Rules and Regulations Related to Dogs and Cats:**

1. The weight of a dog or cat shall not exceed 30 pounds (adult size). Service animal dogs, which are actually used as a service animal, pursuant to Section VI (B), are exempt from this rule.
2. All dogs and cats must be spayed or neutered, as applicable.
3. Any dog that bites, attacks or endangers the safety of humans without provocation is classified as potentially dangerous dog. The owner of such a dog is subject to revocation of his/her permit, a fine, and/or legal action. A dog is **not** considered potentially dangerous or dangerous if it bites a human:
  - a) When its owner is being attacked;
  - b) Who is a willful trespasser on the property of the owner or who is committing another tort or crime; or

- c) Who has tormented or abused the dog and such torment or abuse is documented.
4. Dogs and cats shall remain inside the resident's unit. No animals shall be permitted to be loose in hallways, lobby areas, Laundromats, community rooms, yards or other common areas of the development.
5. Residents may not allow dogs to go outside unless such dog is securely leashed with a leash no longer than four to six feet in length. It shall be the absolute responsibility of every owner, possessor or person who keeps any dog to prevent it from running at large upon sidewalks, vacant lots, or anywhere in the community. A dog shall be deemed to be running at large when off or away from the premises of the owner or keeper, or under the actual physical control by means of a leash, cord or chain. Dogs may not be leashed to inanimate objects such as trees, posts, buildings, cars, etc.
6. Dogs and cats, and as applicable, birds, must be licensed yearly by a licensed veterinarian or the DeKalb County Humane Society or other county Humane Society. Residents must show proof of annual rabies and distemper booster inoculations.
7. Residents must provide litter boxes for cat waste, which must be kept in the dwelling unit. Residents shall neither allow refuse from litter boxes to accumulate nor to become unsightly or unsanitary.
8. Residents are solely responsible for cleaning up pet droppings, if any, inside and outside the apartment and/or on the development grounds. Droppings must be disposed of by being placed in a bag and then placed in a dumpster/container outside the development building. Residents in violation will be subject to a maintenance fee charge of twenty-five (\$25.00) for each offense. Multiple violations may also subject the resident to a revocation of the pet permit and/or lease termination.
9. Residents *may not* dispose of pet waste by any other ways other than those listed in this Policy.

#### **Rules and Regulations Related to Birds:**

A birdcage cannot be larger than 18 inches by 18 inches by 30 inches (18" x 18" x 30"). Birds must fit inside the cage.

#### **Rules and Regulations Related to Fish:**

An aquarium cannot be larger than thirty (30) gallons and must be watertight.

### **Pet Permit Renewal:**

The Pet Permit shall be renewed at the annual recertification for each resident that keeps a pet in his or her dwelling unit. Copies of the current pet inoculations shall be required during recertification. DDHA Management will bring expired pet permits to the attention of the pet owners by written notice allowing the pet owner a grace of fifteen days to provide the management office with a current certificate of appropriate inoculations. Residents pet owners who do not have a current Pet Permit after being extended a fifteen (15) day grace period are in violation of their dwelling lease and must remove the pet immediately or be subject to lease termination.

### **Annual Pet Inspections:**

At least once each year, each apartment that has a pet will be subject to an inspection by DDHA to determine what damage, if any, has occurred in the apartment as a result of the pet or pet's presence in the apartment. Should DDHA determine that damage to the apartment has occurred, DDHA shall provide a listing of damages and charge the resident for the repair of damages. The resident shall pay such charges when due, generally the first day of the second month after notification of the charges. Should the resident fail or refuse to pay the charges when due, such failure or refusal shall be grounds for revocation of the pet permit and for lease termination.

#### **F. REVOCATION OF PET PERMIT:**

The privilege of maintaining a pet in a DDHA apartment shall be subject to the rules set forth above. This privilege shall be revoked at any time, subject to DDHA's Grievance Procedures, if the animal becomes destructive, creates a nuisance, and represents a threat to the health, safety and/or security of other residents.

#### **G. AMENDMENTS TO THE PET POLICY:**

*DDHA reserves the right to amend this pet policy as it deems necessary to protect and enhance the DDHA communities.*

### **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? **2**
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?

## **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 (**RFP has been issued**).  
 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 B: (ga237b02)**  
 Provided below:

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

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

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

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
- Candidates were nominated by resident and assisted family organizations
  - Candidates could be nominated by any adult recipient of PHA assistance
  - Self-nomination: Candidates registered with the PHA and requested a place on ballot
  - Other: (describe)
- b. Eligible candidates: (select one)
- Any recipient of PHA assistance
  - Any head of household receiving PHA assistance
  - Any adult recipient of PHA assistance
  - Any adult member of a resident or assisted family organization
  - Other (list)
- c. Eligible voters: (select all that apply)
- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
  - Representatives of all PHA resident and assisted family organizations
  - Other (list)

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

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

1. Consolidated Plan jurisdiction: DeKalb County, GA

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)  
The Consolidated Plan identifies needs for housing based on the following factors:
  - (1) lack of availability
  - (2) affordable units within the County

The Plan identifies areas where new affordable construction would be a priority. The HADC strives to ensure that areas identified within the Plan are targeted as potential sights for development as single-family homeownership opportunities. As the Plan also indicates a lack of affordable, available rental housing, the HADC also identifies units within the County that would qualify as additional asset inventory.

The HADC prioritizes programs and activities that support the issues outlined in the Consolidated Plan. Through the administration of the Public Housing Program (Conventional and Housing Choice Voucher Program) the Housing Authority of DeKalb County (HADC) administers and maintains units of affordable rental housing in the community. Further, through its modernization program, the HADC maintains these units to a high standard, which helps assure that the County has quality affordable rental dwellings available for residents needing government subsidized housing.

The primary goal for the Consolidated Plan is to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities for the low and moderate income persons.

The HADC has diligently worked to extend and strengthen partnerships with government, private and local sector for the availability of quality affordable housing and supportive services.

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

The Consolidated Plan for DeKalb County, Georgia supports the HADC Five-Year Plan and FY 2005 Annual Summary by collaborating on the goals and partnerships



established to create a commitment for providing affordable housing opportunities. The Consolidated Plan furthermore, has specifically identified that distressed communities within the County will continue to require enhanced coordination between resources to address the goals and objectives established. Strategies that affirmatively further fair-housing are utilized to ensure that all Residents of the County receive a safe and comfortable living environment. These commitments are components of the HADC Five-Year Plan as they are grounded in the mission statement of the Agency.

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

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

##### **Criterion for identifying a “substantial deviation” from or “significant amendment or modification” to the PHA Plan**

The Housing Authority of DeKalb County, Georgia (HADC) in the submission of the (FY 2005-2009) Five Year and (FY 2005) Annual Plan has amended the goals and objectives established through the (FY 2000-2004) Five-Year Plan based on the re-definement of goals and objectives for the Agency. As previously stated, a new Executive Director was hired in October 2004 and Agency is restructuring to ensure high performance and complete compliance to HUD regulatory policies and procedures.

The HADC will consider the following to be changes in its *Agency Plan* necessary and sufficient to require a full review by the Resident Policy Council (Resident Advisory Board) and by the Public Hearing process before a corresponding change in the Agency Plan can be adopted. A significant deviation or alteration would have included the following:

1. Any alteration of the Authority’s *Mission Statement*;
2. Any change or amendment to a stated Strategic Goal;
3. Any change or amendment to a stated Strategic Objective except in a case where the change results from the objective having been met;
4. Any introduction of a new Strategic Goal;
5. Any alteration in the Capital Fund Program Annual Plan that affects an expenditure greater than twenty percent (20%) of the CFP Annual Budget for that year.

In setting the above criteria, the HADC intends by “Strategic Goal” specifically those items under those headings in its 5-Year Plan. As the Annual Plan requires annual review by the Resident Policy Council (Resident Advisory Board) and by Public Hearing, the Authority believes this annual process sufficient to meet the spirit of the *Quality Housing and Work Responsibility Act of 1998*. It expects that changes to the Annual Plan will be primarily administrative in nature. It believes, however, as shown in item #5 above, that significant changes in its planned modernization expenditures should be subject to a resident/public process.

The HADC has also reviewed the requirements set out in HUD Notice PIH 99-51. It here incorporates the several additional criteria established by HUD for “substantial deviation” or “significant amendment or modification” to its Agency Plan. The HADC will also consider the following events to require a public process before amending such changes to its Agency Plan.

- ❑ changes to rent or admissions policies or organization of the waiting list;
- ❑ additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Plan) or change in use of replacement reserve funds under the Capital Fund;
- ❑ additions of new activities not included in the current PHDEP Plan and
- ❑ any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

The HADC acknowledges that an exception will be made by HUD to compliance with the above criteria for any of the above changes that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by HUD.

## Attachments

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

### ATTACHMENT A: ga237a02

#### REVIEW OF 5-YEAR PLAN PHA FISCAL YEARS 2000 – 2004 [24 CFR Part 903.5]

#### 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:
    1. Applied for and received 40 Section 8 opt-out Vouchers for Windrush Apartments.
    2. Applied for but didn't receive funding for Mainstream Disabled Vouchers.
    3. Implemented and expanded the Project-Based program.
  - Reduce public housing vacancies:

	<u>Year:</u>	<u># Vacancies:</u>	<u>Down Time:</u>	<u>Maint. Days:</u>	<u>Lease-Up:</u>
	<u>Turnaround Days:</u>				
18.17	2000	91	.80	11.98	5.39
23.64	2001	83	.04	13.25	10.35
19.28	2002	85	1.53	11.88	5.87
21.18	2003	93	.93	12.94	7.31
21.94	2004	109	.93	9.86	11.15
20.84	AVG.:	92.2	.85	11.98	8.01

- Leverage private or other public funds to create additional housing opportunities:  
*The Housing Authority leveraged private and public funds to construct Spring Chase II. Spring Chase II is an eighty-one (81) unit mid-rise apartment complex constructed on land owned by the Housing Authority, using several funding sources.*

*The construction costs for the facility were \$5,025,898. In order to address affordability, the Housing Authority contributed \$1,000,898 owner's equity in addition to funding all upfront costs. The Authority also loaned \$500,000 to the development at 3% interest to be repaid over 20 years. A \$2,800,000 loan was secured from Fidelity National Bank at 4.5% interest for a term of 25 years. In order to maintain affordable rents for our seniors, the Authority received a HOME grant in the amount of \$500,000 and CDBG funds also in the amount of \$225,000.*

*Through the construction of this development we are accomplishing our goal of continuing to expand the supply of decent, safe, sanitary and affordable housing for low and very-low income households in DeKalb County. The Housing Authority has undertaken extensive efforts to keep rents affordable for our seniors, in addition to the commitment of 40 project based Section 8 units. Rents will not exceed the high HOME rents for the Metropolitan Atlanta area and a minimum of 51% of the units will be occupied initially by those at or below 80% of the AMI. A total of eleven (11) units are designated as floating HOME restricted units. These units include ten (10) one bedroom and one (1) two bedroom units.*

- Acquire or build units or developments
- Other (list below)

- PHAGoal: Improve the quality of assisted housing  
Objectives:

- Improve public housing management: (PHAS score) **94**

<i>Year:</i>	<i>PASS:</i>	<i>FASS:</i>	<i>MASS:</i>	<i>RASS:</i>	
<b><i>PHAS Score:</i></b>					
<i>2000</i>	<i>21 of 30</i>	<i>30 of 30</i>	<i>30 of 30</i>	<i>9 of 10</i>	<i>91</i>
<i>of 100</i>					
<i>2001</i>	<i>24 of 30</i>	<i>29 of 30</i>	<i>29 of 30</i>	<i>9 of 10</i>	<i>90</i>
<i>of 100</i>					
<i>2002</i>	<i>24 of 30</i>	<i>30 of 30</i>	<i>30 of 30</i>	<i>9 of 10</i>	<i>91</i>
<i>of 100</i>					
<i>2003</i>	<i>29 of 30</i>	<i>26 of 30</i>	<i>30 of 30</i>	<i>9 of 10</i>	<i>92</i>
<i>of 100 (68)**</i>					
<i>2004</i>	<i>29 of 30</i>	<i>25 of 30</i>	<i>30 of 30</i>	<i>9 of 10</i>	<i>93</i>
<i>of 100</i>					
<b><i>AVG.:</i></b>	<b><i>25.4 of 30</i></b>	<b><i>28.0 of 30</i></b>	<b><i>29.8 of 30</i></b>	<b><i>9 of 10</i></b>	<b><i>91.4</i></b>
<i>of 100</i>					

**\*\* 2003 PHAS score was reduced by 26 FASS points, as a result of the Housing Authority's failure to have its independent audit completed timely. This reduced the Housing Authority's Advisory score of 92, to an Assessed score of 68 and "Troubled Status".**

- Improve voucher management: (SEMAP score) **85**
  - 1. The Housing Choice Voucher program SEMAP score improved to 89.
- Increase customer satisfaction:
  - 1. Ongoing Customer service training. Hired a customer service representative.
- Increase customer satisfaction:

*The DeKalb County Housing Authority continues to look for ways of improving in all areas of Customer Service and Customer Satisfaction. As a result, the Housing Authority has consistently received an average RASS score of 9.0 of 10 over the last five years. In addition, this PHA staff has consistently taken advantage of training opportunities specific to improving in all areas of Customer Service and Satisfaction. In addition, through periodic meetings, the need to provide excellent Customer Service is reiterated.*

- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections):
  - 1. Continue to send Inspection staff to HQS training. All Inspectors with who have been with the agency for 6 or more months are HQS certified.

*The DeKalb County Housing Authority consistently looks to improve in all areas Housing Management, Maintenance, Customer Service and Program Compliance. This PHA staff has attended Rental Integrity Monitoring (RIM), Rent Calculation, Eligibility, Mold, and various Maintenance related trainings. As a result, the Housing Authority has consistently received an average MASS score of 29.8 of 30 over the last five years.*

- 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:
      - 1. In the development stages of putting together a mobility counseling module.
    - Conduct outreach efforts to potential voucher landlords
      - 1. Conduct ongoing landlord outreach activities, such as the Landlord Gala and three briefings per month.
    - Increase voucher payment standards:

1. Review payment standards as needed to determine best use in accordance with program funding.
- Implement voucher homeownership program:
  1. Implemented the Section 8 Voucher Homeownership program and currently have 3 families participating in the program. Hired a full-time Homeownership Counselor.
- 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:

*In accordance with the Quality Housing and Work Responsibility Act of 1998, the HADC changed its admissions policy, within the ACOP, to give priority to an applicant family where the head of household or spouse is elderly, disabled or is considered working in a full-time or long-term part-time capacity or an approved job training program. An applicant is considered elderly or disabled if the head or spouse, or sole member is sixty-two (62) years of age or older or is considered disabled as defined in 24 CFR 945.105 these policies.*

*The effective date of this change was March 1<sup>st</sup>, 2002 and this priority is still in existence.*

- 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:

*Since June 1<sup>st</sup>, 1991 the HADC has contracted with the DeKalb County Police Department, in conjunction with the Community Oriented Police Services (COPS), to improve the security at our public housing sites. The contract provided for the Police Officers at each development for forty hours a week, each. In addition, the HADC practices strong admissions and continued occupancy practices to deter criminal activity at its sites, thus improving the level of security. A One Strike You're Out Policy was adopted by the Board to effectively continue implementation of thorough screening, admission and continuing occupancy policies for the HADC.*

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

Other: (list below)

**No goals were met in this area.**

**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:

HADC established a partnership agreement with the DeKalb Workforce Center, Inc. One Stop System to provide economic development opportunities to residents. Included in the partnership are the Georgia Department of Labor, Goodwill Industries, Department of Family and Children Services, Georgia Perimeter College, Partnership For Community Action, DeKalb Technical College and Jewish Family and Career Services.

Provide or attract supportive services to improve assistance recipients' employability:

Business Now services were offered to residents to assist with job search, resume writing, internet search, interview skills and dress for success training. Continue to partner with DFCS, Money Smart, and DeKalb County Workforce Development agency.

Provide or attract supportive services to increase independence for the elderly or families with disabilities.

The Senior/Disabled Activities Filled with Enrichment (SAFE) program was offered to senior and disabled residents to assist them in developing independence, physical strength, fitness, mobility and healthier lives. Implemented the project-based Section 8 program and the Veteran Administration supportive Services Housing (VASH) program.

Other: (list below)

- Increase the number of employed families. The Housing Authority established a partnership with the DeKalb Workforce Center, Inc. One Stop System of DeKalb County. The partnership included Goodwill Industries, Georgia Department of Labor, Department of Family and Children Services, Georgia Perimeter College, DeKalb technical College, The Department of Mental Health and Administration, DeKalb Works, Jewish Family & Career Service and The Housing Authority of DeKalb County. Residents were referred to the

DeKalb Workforce Center, Inc. who provided educational assessments, career counseling, employment search assistance, career readiness training and computer training. Staff coordinated onsite computer training programs, positive recruitment opportunities with employers, and held a career week program for youth. Staff maintained sign in sheets and monthly reports to track the total number of residents participating in programs and activities.

- Provide or attract supportive service to improve assistance recipients' employability. The Housing Authority provided "Business Now" workshops that focused on resume writing, interview skills and dress for success techniques. In addition, clients received one-on-one assistance with resume development, editing and career exploration. Staff maintained monthly reports and sign in sheets for both activities held and for the Business Center. Residents could access computers to conduct job search, fax or copy information to search and/or secure employment.
- Provide or attract supportive services to increase independence for elderly or families with disabilities. The Housing Authority developed the Senior/Disabled Activities Filled with Enrichment Program (S.A.F.E) that focused on three primary components: health & wellness, education and recreation that promoted independence and self-sufficiency amongst senior and disabled residents. Senior Campaigns were developed annually to promote resident participation, to conduct health screenings and to provide up to date information regarding new services and programs offered to them. In addition, the Housing Authority established a partnership with the Decatur-DeKalb YMCA to conduct health and wellness activities both onsite and at their facility. The YMCA conducted chair aerobic classes in all of our properties and transported both disabled and senior residents to their facility to participate in water aerobic classes. Life enrichment forums and inspirational classes were established to motivate seniors and disabled residents to remain active, engaged, informed and social. Staff maintained monthly reports and sign in sheets for all activities offered.
- Other: List Below
  - Parent Support Group Meetings were held at Johnson Ferry to assist the families in developing stronger families and stronger communities.
  - "Yeah to Business" program was conducted to train residents on entrepreneurship.
  - Junior Achievement was offered to engage youth between 12-19 in economic development training.
  - Motivating Minds Adult and Youth Series were developed to educate residents on economic uplift opportunities. Residents were trained on business plan development, marketing, networking and budgeting.
  - The YES Program and Teens in Action were youth based programs that focused on leadership development, personal accountability, self



exploration, self- sufficiency and self- determination. Participants ranged in age from 10-19 years of age. Staff maintained monthly reports and sign in sheets to track resident participation.

**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:

*HADC shall not discriminate because of race, color, sex, religion, familial status, disability, national origin, marital status, or sexual orientation in the leasing, rental, or other disposition of housing or related facilities, including land that is part of any project or projects under HADC's jurisdiction covered by a contract for annual contributions under the United States Housing Act of 1937, as amended, or in the use or occupancy thereof.*

*To further its commitment to full compliance with applicable Civil Rights laws, HADC will provide Federal/State/local information to public housing residents regarding "discrimination" and any recourse available to them if they believe they are victims of discrimination. Such information will be made available to them during the resident orientation session.*

*No charges were made of discrimination against the HADC between 2000-2004.*

- 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)

Ongoing efforts are made to ensure the Housing Choice Voucher program meets its Fair and Equal Housing opportunity requirements.

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

PHA Goal: Manage the Authority's programs in an effective and efficient manner  
Objectives & Success: (to meet high performer status)

**Status:**

- Develop Staff Training plan for ongoing improvements  
Ongoing
- Improve/enhance computer systems

6/30/05

- Develop procedural manuals  
6/30/05
- Develop performance standards for staff  
Continuing
- Improve communications (staff, residents, phone)  
In Progress
- Review and develop records management system  
6/30/05
- Maintain waiting list in an updated status  
Ongoing
- Review Mission Statement  
12/31/05

PHA Goal: Expand affordable housing choices and ability to choose in DeKalb  
Objectives & Success:

**Status:**

- Seek additional opportunities for developing housing  
Ongoing
- Recruit landlords in non traditional areas  
6/30/05
- Review the variety of future housing needs  
Ongoing
- Develop and deliver training and education on housing choices  
6/30/05

PHA Goal: Develop marketing strategies for the Authority's affordable housing programs

Objectives & Success:

**Status:**

- Identify changing populations  
Ongoing
- Develop enhanced marketing tools/methods  
6/30/05
- Train staff in "market" skills  
6/30/05

**MINUTES OF RESIDENT ADVISORY BOARD, RESIDENT POLICY COUNCIL AND RESIDENT COMMENTS**

**Minutes 01/31/05**

**Resident Advisory Board (RAB) Information with Teens In Action**

**Attendance: 21**

**6:00 p.m. January 31, 2005: Housing Authority of DeKalb County (HADC)**

A combined Teens In Action meeting with Johnson Ferry East and Tobie Grant Manor residents was held at 6:00 p.m. at 3218 Tobie Circle, Scottdale, Georgia 30079

The following were in attendance: *\*Sign-In Sheets Attached*

**Introduction**

Angelique Lawson, Community Relations Manager opened the meeting to discuss HADC's role and responsibility related to youth programs and solicited input and active participation from attendees.

**Resident Input**

Questions: Why does the Housing Authority donate more monies for seniors and Disabled residents?

Response: Angelique explained how programs were funded and showed the attendees how their programs far surpass the senior programs in operating cost. The participants appreciated knowing how programs were funded.

Question: Would the Housing Authority continue to provide partial funding for Commercial buses for college tours?

Response- Angelique informed the participants that the Authority would continue to work with Teens In Action as done in the past at assisting in fundraising and coordinating collaborations to offset cost associated for youth trips. Angelique, Johnny Simon and Chandler Reynolds recommended to the group that they consider local college search for Spring Break 2005.

Question: Who will be able to attend college tours?

Response: High school students that display maturity and sincere interest in pursuing a higher education. Mr. McClammey provided clarity to the participants on the purpose of college tours. Mr. Reynolds agreed to coordinate local tours in collaboration with Mr. Simon that would be informative, educational and fun for the attendees.

Angelique introduced the RAB to the group and explained the process and importance of youth participation. Three of the attendee attended the initial meeting held on January 15<sup>th</sup> and expressed interest in joining. Questions were asked of the group to gain insight, input and recommendations on the Annual and Five Year Plan.

What types of programs or activities are you interested in having?

- College Prep classes
- SAT and ACT prep on computer and books

- Fundraising and sponsorship for youth activities
- Bus specifically for youth initiatives
- College Scholarships
- Girls program that promote leadership, esteem building and personal development.
- Abstinence Program

Dennis Glover, Camp Fire USA Representative spoke about the deterioration of funding and services for the Teens In Action Program through Camp Fire USA. He describe an initiative that he has to offer as a spill-off from the Camp Fire USA program that can be tailor-made to fit the needs of the group. He suggested partnering with the Housing Authority to seek and submit joint grant applications to fund programs for youth.

### **Adjournment**

There being no further suggestions or concerns, the meeting was adjourned.

### **Action to be taken:**

- Hire a consultant to assess the youth population in all HADC communities.
- Develop a budget for youth programs.
- Develop college scholarship guidelines.
- Develop Spring Break Georgia College Tour.

### **Minutes 03/01/05**

#### **Resident Advisory Board (RAB) Steering Committee Meeting**

**Attendance: 38**

#### **6:00 p.m. March 1, 2005: Housing Authority of DeKalb County (HADC)**

A combined meeting of the Public Housing and Section 8 Resident Advisory Board Steering Committee members was held at 6:00 p.m. at 750 Commerce Drive, Suite 201 Decatur, Georgia 30030

The following were in attendance: *\*Sign-In Sheets Attached*

### **Introduction**

Angelique Lawson, Community Relations Manager opened the meeting by recapping the purpose of the RAB Steering Committee and reviewed the steps taken up to the date to establish a RAB. The Hairston Lake community was recognized for their efforts in assisting the Housing Authority in getting the RAB recruitment letters/ applications stuffed and mailed to HADC clients. Tyronda Minter, Consultant, reviewed the roles and responsibilities with the group and reminded them of the commitment to remain in compliance of 24 CFR part 903. A power point presentation was conducted focused on the Annual and Five Year Plan. Bettye Davis, Chief Executive Officer facilitated, explained proposed plans for Johnson Ferry East, Tobie Grant Manor, Hairston Lake and solicited input, partnership and active participation from persons in attendance. Mrs. Davis discussed the proposed plans for Johnson Ferry

East, Tobie Grant Manor and Hairston Lake communities. Executive staff presented on their areas specific to the agency plan: Matthew McClammey, VP of Asset Management, Sterling Bethea, VP of Housing Choice Voucher and Henri Burns, VP of Modernization. Residents expressed excitement, surprise and enthusiasm.

### **Timeline**

Johnson Ferry East residents requested time frames for the proposed changes and the dates were clearly provided should the plans be approved. Residents were at ease knowing that they would not be affected within the next 30 days because of false rumors. Residents in the family units were excited about receiving a voucher and wanted to know where they could move. Sterling Bethea explained the timeframes for finding a unit under the Housing Choice Voucher Program, eligible cities or states, unit allocation and determination for voucher amount. Mrs. Davis explained about the assistance that would be provided for the affected families.

Hairston Lake -Twenty Four Units are slated to be remodeled; residents in buildings A & B are scheduled to have their units upgraded to all electric. They were pleased with the tentative start dates of 3/21/05. A meeting is schedule next week to meet with only the affected residents. Henri Burns assured them that his team will work diligently to make this process as “stress free” as possible. He informed them that a new contractor has been hired to work on the Hairston Lake project. On March 8, 2005 a tenant meeting for the affected residents is scheduled for 11 a.m. to discuss the plans, process, and procedures.

Sterling discussed the Administrative Plan: similar to the ACOP. Develop mobility counseling, how to get involved and informed resident in your community. Criminal background checks have been added. Landlord training and outreach programs are developed to ensure that we have quality landlords. Homeownership program and community outreach initiatives.

Tobie Grant residents requested more information on the Scottsdale community projects being discussed and requested to be at the table for future meetings. Mrs. Davis assured the residents that they will be included by partners in the process. They were excited and eager to participate in plans to improve Tobie Grant Manor. TGM residents were assured that they will be included in the Scottsdale redevelopment plan. HADC has requested to be the Development Agency to spherehead the initiatives for the community.

### **HADC & Resident Input Regarding the Annual and Five Year Plan**

Questions were asked of the group to gain insight, input and recommendations on the Annual and Five Year Plan all areas were covered, but the emphasis was in the areas of: Housing Needs, Policies on eligibility, selection and admissions, rent determination policies, homeownership, community service programs, demolition and disposition.

- Housing Needs- What recommendations do you have in expanding the supply of assisted housing?

- Response- develop housing for single mother/father families; create intergenerational housing, battered housing, and Senior housing for Grand Parents raising grandchildren; disabled housing.
- Residents agreed bullets established by HADC staff :
  - Goal- Improve the quality of assisted housing.
  - Goal- Increase assisted housing choices.
  - Goal- Provide an improved living environment.
  - Goal- Ensure equal opportunity and affirmatively further fair housing.
  - Goal- Expand affordable housing choices and ability to choose in DeKalb.
  - Goal- Develop marketing strategies for the Authority's affordable housing programs (**translate information in other languages to keep people informed**)
  -
- Security: Implement public housing security improvements
  - Question: Do you see police presence in your community.
    - Response: No, they have not been present at the sites. VP of Asset Management scheduled a meeting with the police department to address the security concerns and to work on implementing the neighborhood watch. HADC must get crime stats on properties. Ms. Davis confirmed that she going to contact Chief Graham to get his input. JFE: had problems with vandalism in the past but it has not been an occurrence lately.
- PHA Coordination with the Welfare Agency
  - What improvements can we make in this area?
    - Resident requested self sufficiency programs to help families to acquire better jobs, job fairs, support groups. HADC will work with residents to determine community needs. Money will be allocated for adults.
- Community Service Requirement: residents who are not working are required to perform community service.
  - Resident Recommendation: HADC should work harder to enforce this requirement and require more accountability from residents
- Rent Calculations
  - Question: Is it possible that a person who is on flat rents will have to experience an increase with their rent?
    - Response: No
    - Income inclusion changed to income disallowance. TANF families are affected if they move to a status of employment. HADC will update ceiling rents. Every resident will get notices regarding the ACOP.

- Resident Services Improvements
  - Resident Suggestions: Youth/Adult/Senior/Disabled
    - Have a Boys and Girls Club in our communities as a partner with the Scottsdale Community.
    - More continuing education programs, collaboration with schools, SAT prep, College Prep, look at your community based organizations such as fraternities and sororities.
    - Have more career fairs.
    - Develop a GED prep program. Partnership with colleges and students onsite to develop training programs.
    - Parenting programs.
    - Leadership Development Programs for youth.
    - Provide incentives for youth to stay in school.
    - Teenage pregnancy program and abstinence.
    - Multicultural programs for youth.
    - English as a second language
    - Mobility counseling for refugee families.
    - Onsite interpreters
    - Adult support groups and programs that focus on economic uplift opportunities.
    - Cultural diversity programs.

(NOTE: RELOCATE SENIOR IN HIGHRISE AREAS TO LOW RISE UNITS)

- “Senior Friendly Unit” no stairs, taller units and user friendly amenities
- Improved transportation/buses.
- Demolish or dispose of obsolete public housing
- Provide replacement public housing
- Provide replacement vouchers

*RESPONSES*- HADC’s expectation is to have you working in partnership with HADC. Mercy is one company proposed to work with us on the demolition project at Johnson Ferry East in addition to the Forum Group. A meeting is scheduled for March 9<sup>th</sup> at 1:00 p.m. at 2248 Johnson Ferry Road (Johnson Ferry East Management office) with the community to discuss the proposed plans again. This project will not happen overnight. It is proposed to happen in phases. 118 Family units will be the first phase affected The proposed community will be established for only residents 62 and over. Affected families will receive vouchers and relocation expenses. No families will be returning to JFE. Discussions regarding the entire planning process will be held again on March 22, 2005 at 2248 Johnson Ferry Road beginning at 6:30 p.m. Letters will be mailed to the affected units to invite them to meet, ask questions, share concerns and make recommendations on the proposed project. We are not displacing and tearing every unit down at one time. Families will have extensive resident mobility training.

We will work with all families to assist them in finding the best homes for your family. We encourage families to also consider homeownership. Sterling Bethea explained the homeownership process and the option of that opportunity. Encourage residents to come out to hear about the resources.

Question: What is the time frame to find housing?

Response: 180 days. Flexible can move anywhere. Subsidy standards dictate the voucher amount.

Question: Are some people going to transition to TGM

Response: None that we know of at this time.

Question: For larger families will they be able to transfer to TGM. People at JFE have applied for housing at TGM will they get preference (those on the waiting list)?

Response: No, because TGM does not have any vacant units.

Question: could a resident come back to JFE after moving out?

Response: Yes, if you are 62 or older.

Question: Should a person wait until they have a voucher in hand before looking for a place?

Response: Recommend that people begin looking.

Question: What happens to a single disabled person with this new development plan?

Answer: Options are independent units, supported housing, and cottages. Amenities and supportive services will be provided in coordination and in partnership with various agencies such as the YMCA and Mercy.

Question: Will the public housing rent change?

Response: No

118 units will be issued vouchers. Other assistance is staying with the units. This is the only way HADC would do this project to create mixed income community.

In addition, the Forum Group which developed Norcross will be executing commercial deals on our property. HADC generates cash from the benefit of commercial development. This is not a Hope IV project.

**Comments:** Commissioner Anderson reiterated that Mrs. Davis is aware and has experience in doing the proposed projects. Mrs. Davis described Boat Rock and Red Oak properties. Gave clear examples of the past process and explained that they did



not receive HOPE IV monies, but did partner with developers who work with the HA to create housing initiatives. She described the participation of residents and their involvement in supporting the plans for their communities. They received 17 million dollars in funding the housing initiatives within their properties.

### **Adjournment**

There being no further suggestions or concerns, the meeting was adjourned.

### **Action to be taken:**

- Community meetings scheduled on March 9<sup>th</sup> at TGM and JFE to discuss annual/five year plans with entire community.
- Youth and Adult assessments
- March 26<sup>th</sup> @ 9:00 a.m. RAB orientation recruitment training for all HADC clients.
- Compliance reviews for all RAB applicants
- Plan RAB retreat and Installation of RAB Membership

### **Minutes 03/15/05**

#### **Relocation Steering Committee – Training Session**

**Attendance: 12**

#### **2:00-5:00 p.m. March 15, 2005: Housing Authority of DeKalb County (HADC)**

A combined meeting of the Public Housing, Housing Choice Voucher, Finance, Modernization and Executive staff attended the strategic planning meeting for relocation held at 1:00 p.m. at 750 Commerce Drive, Suite 201 Decatur, Georgia 30030

The following were in attendance: *Elaine Young, Angelique Lawson, Matthew McClammey, Laura Durojaiye, Diametric Mitchell, Henri Byrnes, Ken Yount, Ila Alfaro, Erica Green and Sterling Bethea. Consultants Cindi Herra and Jessica Anderson*

### **Introduction**

Cindi introduced Jessica and provided an overview of items to be covered in the training. File folders were distributed to staff.

### **Overview**

Cindi described the Johnson Ferry Redevelopment plan as a system that works simultaneously with other departments with some overlap from time-to- time. The primary partners in making this process are the:

- HADC
- Residents
- Developer
- Community

The areas that have specific functions in this plan are:

- Planning
- Relocation
- Demolition and Remediation

- Low Income Housing Tax Credit (LIHTC)
- Phase II
- Phase III
- Phase IV

**(Phases II-IV are still pending in how they are to be implemented, consideration is being made in how HADC wants to proceed in these areas due to outside variables i.e. zoning, commercial development. etc).**

## **Break Out Of Areas**

### **A. Planning**

1. Demolition Application- submission for the application was sent with a request of 232 vouchers for the affected resident at JFE. Only 118 of those residents will be directly affected in the first phase. Certain testing and information gathering was required in order to submit the application.
2. Relocation – both temporary and permanent relocation efforts will be used to move residents from the JFE community. Only those 62 or older would be eligible to return to the new development under public housing. State Tax credit guidelines stipulate persons 55 or older constitutes elderly. A discussion had on who was eligible to return to the community provided the difference in age requirements per HUD and State Tax Credit. It was made clear that HADC is governed by HUD and that we are to apply HUD standards for public housing to the units set aside for public housing. State Tax credit units will apply the rules and regulations for those units.
3. Site Plan- has not been discussed with the community and it must be discussed before any plan can be finalized. Phase I is the only plan we are clear on; Phase II & III deal with zoning issues and outside communities, neighborhood, politics and stakeholders.
4. Infrastructure- is a key component of the site plan. HADC is finding out that a lot of things may be buried under ground that will impact the project. Therefore, HADC must research and investigate water supplies, underground utilities, etc. to guarantee long term viability.
5. Design- unit types, unit mix and other issues must be reviewed. HADC must survey the market to identify who will be served and solicit outside agencies to clearly define how we are to move forward.
6. Schedule- the Total Master is the basic key milestones: external funders may change the dates but the master calendar will be developed. Individual phases will be extremely detailed per the variables that affect that phase.

### **B. Relocation**

1. Population- 232 is the total number of affected residents but for the sake of the application process only, 118 families will be affected in phase I. Need demographics, state tax credit guidelines for 55 and older, HUD guidelines for elderly is 62 or older.
2. Permanent Relocation- any person 59 years or younger

3. Temporary Relocation- due to time constraints some families may be moved to the senior side of the development if they are not out by December 2005, some seniors may be moved to other parts of the development if their buildings are vacated to avoid security issues.
4. Plan –to minimize the total number of moves a resident must make to be relocated.
5. Resources- Housing Choice Voucher, other vacant units, options include, the TGM site.

#### C. Demolition and Remediation

1. Application- needed to collect data/ assessments on the physical state of the property, environmental study for phase I, research rehab. possibilities to show that the cost to rehab exceeded the cost to demolition, show how many are affected, cost to move families must be considered in the application
2. HUD approvals take anywhere from 60-90 days.
3. Deconstruction- Phase I: 118 units. Alternative options: may be some families will be temporarily relocated to the other side of the development until they find permanent housing. (A person can receive both temporary and permanent housing).
4. Mixed financing- allows for floating units which means a person may move in a public housing unit, market, tax credit or project based Section 8 unit. Funding is based on the designated unit description. Tax credits put a limit on the age of the family members.

D. LIHTC- basically the Authority is applying to receive at 9% tax break instead of the standard 4%. Cindi described how tax credits are bought and how much the Authority received from the developer. Further training will be provided on this area.

**(118 tenant data forms are required to be completed. All residents are required to complete the General Information Notice (GIN). All residents must be surveyed; therefore all forms must be translated into the primary languages spoken at the site)**

#### Impact on the departments

Property Management:

- **Policies and procedures need to be developed**
- Senior Family Youth Advisory will serve as the onsite Relocation Specialist- additional training is being coordinated for Mr. Johnny Simon
- Contractors @ site may need to scale down on services, minimize service usage (i.e. landscaping)
- Waiting list and letters need to be sent to residents indicating the changes with the site.

Housing Choice Voucher:

- **Policies and procedures need to be developed**
- Relocation Specialist- must be identified to work directly with site staff in coordinating efforts for relocation: conduct briefings, calculate rent, provide rental options

- Request for additional vouchers (if the number is increased to (232)
- Inspectors
- Homeownership Department

Finance:

- **Policies and procedures need to be developed**
- Procurement procedures for moving companies- allowable expense include usage of U HAUL, Storage Company, packing materials, gas.
- Security deposits, reimbursements for moving expenses, utility connections, and homeownership payments
- Need clarification on who is going to do contract management.
- Need clarification on who will have authorization from contractors
- Clear points of contacts and their roles and responsibilities
- Subsidy receipts will be affected
- Reserves for relocation. May consider stretching dollars for the interim.

Public Relations:

- Develop scripts for staff, public and residents

Community Relations: Engage Stakeholders

- Develop directory of service providers to assist residents.
- Notify police
- Fire safety
- Schols and Superintendent
- Local area
- Apartment complexes
- Other Authorities
- Postal service
- Develop training on mobility
- Provide basic services
- Develop community announcements, flyers and newsletters

Executive Office: Engage Stakeholders

- Legal matters
- Contractors
- Consultants
- Dead line dates
- DeKalb County relations with other departments
- Outreach to legal services informing them of our venture (be proactive i.e. legal aid)

Modernization:

- Must complete all surveys ASAP

## Questions & Answer

How many people are scheduled to be affected by relocation? **232 are the total affected residents; however, only 118 families will be directly affected by the first phase. All attention needs to be focused on getting them relocated before December 2005.**

Does the Authority have to request all vouchers at one time? **Yes.** If yes, then what is the time frame in issuing vouchers to those 59 or younger residents housed in phase II & III? **HADC residents have up to one year to use the vouchers. Discussions on whether or not the vouchers can be put on the shelf until the other phases are included in the relocation process are still being had. Sterling is gathering information regarding the usage of the vouchers from HUD.**

What policies are in place to ensure that we are meeting HUD requirement? **Staff will have to develop procedures and policies that drive this relocation process. Consultants will be used to provide technical assistance.**

What happens if a person is relocating to another area and has to establish a first time connection with a utility company because their current service provider does not service that area? **HADC is required to turn on utilities for residents who have current existing utilities; therefore, we are to provide the resident with a listing of providers and pay for connection. Due to deregulation, HADC needs to establish a connection policy.**

If HADC receives 232 vouchers could we sit 118 aside until we have relocated the affected 118 families? **No, because once we receive the funding it would be in our best interest to assist affected residents at one time because HADC will lose money for not using the subsidy.**

Would all flat rent households receive replacement housing? **Yes.**

What expenses are considered ineligible for moving? **Residents can not receive money to pay family members to assist with the move nor pay for rentals or vans used by families. HADC will pay residents \$50.00 and pay moving expenses for dislocated residents who are temporarily moved. There is an unlimited cap on HADC assisting temporary relocated residents. HADC can only assist permanent relocated families one time.**

## **TIMELINE**

<b>March 2005</b>	<b>GIN Notices sent to all residents Surveys sent to all residents Tenant Data Gathered for 118 Families</b>
<b>June 2005</b>	<b>Notice of Eligibility provided to residents Non-Displacement provided to residents</b>
	<b>(BOTH ARE TO BE SEND UPON APPROVAL OF DEMO APPLICATION)</b>
<b>October 2005</b>	<b>90 Day Vacate</b>
<b>November 2005</b>	<b>60 Day Vacate</b>
<b>December 2005</b>	<b>All Moved</b>

## **Adjournment**

There being no further suggestions or concerns, the meeting were adjourned.

### **Action to be taken:**

- Develop Relocation Training Schedule
- Order file folders for 232 residents with labels
- Develop Policies and Procedures
- See Department notes to take further action

## CAPITAL FUND PROGRAM TABLES START HERE

### ga237c02 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> Housing Authority of the County of Dekalb, GA	<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>GA06P23750105</b> Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2005</b>
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: )  
Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	.00			
2	1406 Operations	234,139.00			
3	1408 Management Improvements Soft Costs	234,139.00			
4	1410 Administration	117,069.00			
5	1411 Audit	.00			
6	1415 Liquidated Damages	.00			
7	1430 Fees and Costs	100,000.00			
8	1440 Site Acquisition	.00			
9	1450 Site Improvement	229,352.00			
10	1460 Dwelling Structures	178,000.00			
11	1465.1 Dwelling Equipment—Nonexpendable	8,000.00			
12	1470 Non-dwelling Structures	35,000.00			
13	1475 Non-dwelling Equipment	35,000.00			
14	1485 Demolition	.00			
15	1490 Replacement Reserve	.00			
16	1492 Moving to Work Demonstration	.00			
17	1495.1 Relocation Costs	.00			
18	1499 Development Activities	.00			
19	1502 Contingency	.00			
	<b>Amount of Grant: (sum of lines 1-19)</b>	<b>\$ 1,170,699.00</b>			
20	Amount of line XX Related to LBP Activities	.00			
21	Amount of line XX Related to Section 504 compliance	.00			
22	Amount of line XX Related to Security - Soft Costs	.00			
23	Amount of Line XX Related to Security - Hard Costs	.00			
24	Amount of Line XX Related to Energy Conservation Measures	.00			
25	Collateralization Expenses or Debt Service	.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: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750105</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2005</b>		
Development Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity or location	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
<b>Operations</b>	TGM & JFE Operations	1406	TGM JFE	67,900.00 166,239.00				
	<b>Operations Subtotal</b>			<b>234,139.00</b>				
<b>Management Improvements</b>	Resident, Board & Staff Training, Trainer(s) and general technical assistance	1408	TGM JFE	66,450.00 162,689.00				
	Record keeping improvements / management	1408	PHA - WIDE	5,000.00				
	<b>Management Improvements Subtotal</b>			<b>234,139.00</b>				
<b>Administration</b>	Non-Technical PHA salaries & employee contributions	1410	TGM JFE	31,610.00 77,390.00				
	Travel, advertising, printing & procurement	1410	PHA - WIDE	8,069.00				
	<b>Administration Subtotal</b>			<b>117,069.00</b>				
<b>Fees &amp; Costs</b>	Architectural and/or & Engineering Fees	1430	PHA - WIDE	10,000.00				
	Consultants & Technical fees	1430	PHA - WIDE	85,000.00				
	Sundry Expenses	1430	PHA - WIDE	5,000.00				
	<b>Fees &amp; Costs Subtotal</b>			<b>100,000.00</b>				
<b>Site Improv.</b>								
TGM	Sewer work & sewer line repair/replacement	1450	as needed	15,000.00				
TGM	Install Driveways – parking pads, striping	1450	entire site	18,000.00				
TGM	Lighting repair / replacement	1450	entire site	20,000.00				
TGM	Fencing repair / replacement	1450	entire site	20,000.00				
TGM	Playground repairs & upgrade	1450	2 playgrounds	10,000.00				
TGM	Install new trees & tree pruning	1450	entire site	15,000.00				
TGM	Landscaping & Site Improvements	1450	entire site	25,000.00				
JFE	Lighting repair / replacement	1450	entire site	20,000.00				
JFE	Fencing repair / replacement	1450	entire site	20,000.00				
JFE	Playground repairs & upgrade	1450	1 playground	5,000.00				
JFE	Tree preservation & tree pruning	1450	entire site	18,500.00				

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750105</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2005</b>			
Development Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity or location	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
JFE	Landscaping & Site Improvements		1450	entire site	15,352.00				
JFE	Sidewalk & Pavement repair / replacement		1450	entire site	20,000.00				
JFE	Install retaining wall		1450	entire site	7,500.00				
	<b>Site Improvements Subtotal</b>				<b>229,352.00</b>				
<b>Dwelling Struc</b>									
TGM	Building Foundation repair		1460	10 bldgs	30,000.00				
TGM	Resurface / line Tubs		1460	20 units	6,000.00				
TGM	Interior Painting of occupied Apt units		1460	30 units	20,000.00				
TGM	Cabinet and countertop repair / replacement		1460	36 units	18,000.00				
TGM	Insulation in Attics		1460	4 bldgs	20,000.00				
JFE	Roof repairs and/or replacement		1460	8 bldgs	34,000.00				
JFE	Siding repairs and/or replacement		1460	4 bldgs	20,000.00				
JFE	Interior Painting of occupied Apt units		1460	40 units	30,000.00				
	<b>Dwelling Structures Subtotal</b>				<b>178,000.00</b>				
<b>Dwelling Eq.</b>									
TGM	Range & Refrigerator Replacement		1465	10 units	8,000.00				
	<b>Dwelling Equipment Subtotal</b>				<b>8,000.00</b>				
<b>Non-Dwelling Structures</b>	Administrative building(s) repair & upgrade		1470	PHA - WIDE	35,000.00				
	<b>Non-Dwelling Structures Subtotal</b>				<b>35,000.00</b>				
<b>Non-Dwelling Equipment</b>	Office Furniture & Equipment for Offices, Maintenance buildings & Community Centers		1475	PHA - WIDE	35,000.00				
	<b>Non-Dwelling Equipment Subtotal</b>				<b>35,000.00</b>				
	<b>GRAND TOTAL</b>				<b>1,170,699.00</b>				

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>			Grant Type and Number Capital Fund Program No: <b>GA06P2350105</b> Replacement Housing Factor No:			Federal FY of Grant: <b>2005</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date) 24 months			All Funds Expended (Quarter Ending Date) 24 months			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
<b>Start date 9/7/05</b>							
GA237-1							
Tobie Grant Manor	3/7/07			9/7/08			In accordance with Notice 2001-26
GA237-4							
Johnson Ferry East	3/7/07			9/7/08			In accordance with Notice 2001-26
Management Improvements	3/7/07			9/7/08			In accordance with Notice 2001-26
Community Policing Program	3/7/07			9/7/08			In accordance with Notice 2001-26
Preventive Maintenance Program	3/7/07			9/7/08			In accordance with Notice 2001-26
Operational Improvement Training	3/7/07			9/7/08			In accordance with Notice 2001-26
Professional Training in Maintenance Skills And Services	3/7/07			9/7/08			In accordance with Notice 2001-26
Resident Responsibility Training	9/7/07			9/7/08			In accordance with Notice 2001-26

## CAPITAL FUND PROGRAM TABLES START HERE

ga237d02 Capital Fund Program Five-Year Action Plan

Housing Authority of the County of Dekalb, GA

**Part I: Summary**

PHA Name <b>Housing Authority of the County of Dekalb, GA</b>		<b>GA06P23750105</b>		<input checked="" type="checkbox"/> <b>Original 5-Year Plan FY2005</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1 FFY Grant: PHA FY: <b>2005</b>	Work Statement for Year 2 FFY Grant: PHA FY: <b>2006</b>	Work Statement for Year 3 FFY Grant: PHA FY: <b>2007</b>	Work Statement for Year 4 FFY Grant: PHA FY: <b>2008</b>	Work Statement for Year 5 FFY Grant: PHA FY: <b>2009</b>
GA 237-1 TOBIE GRANT MANOR GA 237-4 JOHNSON FERRY EAST	See Annual Statement				
1406 Operations Subtotal		234,139.00	234,139.00	234,139.00	125,000.00
1408 Management Improvements Subtotal		234,139.00	234,139.00	234,139.00	100,000.00
1410 Administration Subtotal		117,069.00	117,069.00	117,069.00	100,000.00
1430 Fees & Costs Subtotal		100,000.00	100,000.00	100,000.00	70,000.00
1450 Site Improvements		229,352.00	229,352.00	229,352.00	30,000.00
1460 Dwelling Structures		178,000.00	178,000.00	178,000.00	20,000.00
1465.1 Dwelling Equip. Non-Expendable		8,000.00	8,000.00	8,000.00	20,000.00
1470 Non-Dwelling Structures		35,000.00	35,000.00	35,000.00	30,000.00
1475 Non-Dwelling Equipment		35,000.00	35,000.00	35,000.00	15,000.00
1499 Development Activities		00	00	00	660,699.00
<b>Total CFP Funds (Est.)</b>	<b>1,170,699.00</b>	<b>1,170,699.00</b>	<b>1,170,699.00</b>	<b>1,170,699.00</b>	<b>1,170,699.00</b>
Total Replacement Housing Factor Funds					

**Capital Fund Program Five-Year Action Plan**

**Housing Authority of the County of Dekalb, GA**

**Part II: Supporting Pages—Work Activities**

Activities for Year 1 <b>2005</b>	Activities for Year : <b>2</b> FFY Grant: PHA FY: <b>2006</b>			Activities for Year: <b>2</b> FFY Grant: PHA FY: <b>2006</b>		
	Work Categories	Quantity	Estimated Cost	Work Categories	Quantity	Estimated Cost
<b>SEE</b>	<b>OPERATIONS -1406</b>			<b>MANAGEMENT IMPROVEMENTS – 1408</b>		
	GA237-1 TOBIE GRANT MANOR		67,900.00	GA237-1 TOBIE GRANT MANOR		67,900.00
<b>ANNUAL</b>	GA237-4 JOHNSON FERRY EAST		166,239.00	GA237-4 JOHNSON FERRY EAST		166,239.00
	<b>Total Operations</b>		<b>234,139.00</b>	<b>Total Management Improvements</b>		<b>234,139.00</b>
<b>STATEMENT</b>						
	<b>ADMINISTRATION - 1410</b>			<b>FEES &amp; COSTS – 1430</b>		
	GA237-1 TOBIE GRANT MANOR		33,950.00	GA237-1 TOBIE GRANT MANOR		29,000.00
	GA237-4 JOHNSON FERRY EAST		83,119.00	GA237-4 JOHNSON FERRY EAST		71,000.00
	<b>Total Administration</b>		<b>117,069.00</b>	<b>Total Fees &amp; Costs</b>		<b>100,000.00</b>
	<b>SITE IMPROVEMENTS – 1450</b>			<b>DWELLING STRUCTURES-1460</b>		
	GA237-1 TOBIE GRANT MANOR		66,512.00	GA237-1 TOBIE GRANT MANOR		51,620.00
	GA237-4 JOHNSON FERRY EAST		162,840.00	GA237-4 JOHNSON FERRY EAST		126,380.00
	<b>Total Site Improvements</b>		<b>229,352.00</b>	<b>Total Dwelling Structures</b>		<b>178,000.00</b>
	<b>DWELLING EQUIP. Non-Expend-1465.1</b>			<b>NON-DWELLING STRUCTURES 1470</b>		
	GA237-1 TOBIE GRANT MANOR		2,320.00	GA237-1 TOBIE GRANT MANOR		10,150.00
	GA237-4 JOHNSON FERRY EAST		5,680.00	GA237-4 JOHNSON FERRY EAST		24,850.00
	<b>Total Site Improvements</b>		<b>8,000.00</b>	<b>Total Non-Dwelling Structures</b>		<b>35,000.00</b>
	<b>NON DWELLING EQUIPMENT -1475</b>					
	GA237-1 TOBIE GRANT MANOR		10,150.00	<b>Total CFP Funds</b>		<b>1,170,699.00</b>
	GA237-4 JOHNSON FERRY EAST		24,850.00			
	<b>Total Site Improvements</b>		<b>35,000.00</b>			





**Capital Fund Program Five-Year Action Plan**

**Housing Authority of the County of Dekalb, GA**

**Part II: Supporting Pages—Work Activities**

Activities for Year 1 <b>2004</b>	Activities for Year : <b>5</b> FFY Grant: PHA FY: <b>2009</b>			Activities for Year: <b>5</b> FFY Grant: PHA FY: <b>2009</b>		
SEE	Work Categories	Quantity	Estimated Cost	Work Categories	Quantity	Estimated Cost
	<b>OPERATIONS -1406</b>			<b>MANAGEMENT IMPROVEMENTS – 1408</b>		
	GA237-1 TOBIE GRANT MANOR		36,250.00	GA237-1 TOBIE GRANT MANOR		29,000.00
ANNUAL	GA237-4 JOHNSON FERRY EAST		88,750.00	GA237-4 JOHNSON FERRY EAST		71,000.00
	<b>Total Operations</b>		<b>125,000.00</b>	<b>Total Management Improvements</b>		<b>100,000.00</b>
STATEMENT						
	<b>ADMINISTRATION - 1410</b>			<b>FEES &amp; COSTS – 1430</b>		
	GA237-1 TOBIE GRANT MANOR		29,000.00	GA237-1 TOBIE GRANT MANOR		20,300.00
	GA237-4 JOHNSON FERRY EAST		71,000.00	GA237-4 JOHNSON FERRY EAST		49,700.00
	<b>Total Administration</b>		<b>100,000.00</b>	<b>Total Fees &amp; Costs</b>		<b>70,000.00</b>
	<b>SITE IMPROVEMENTS – 1450</b>			<b>DWELLING STRUCTURES-1460</b>		
	GA237-1 TOBIE GRANT MANOR		8,700.00	GA237-1 TOBIE GRANT MANOR		5,800.00
	GA237-4 JOHNSON FERRY EAST		21,300.00	GA237-4 JOHNSON FERRY EAST		14,200.00
	<b>Total Site Improvements</b>		<b>30,000.00</b>	<b>Total Dwelling Structures</b>		<b>20,000.00</b>
	<b>DWELLING EQUIP. Non-Expend-1465.1</b>			<b>NON-DWELLING STRUCTURES 1470</b>		
	GA237-1 TOBIE GRANT MANOR		5,800.00	GA237-1 TOBIE GRANT MANOR		8,700.00
	GA237-4 JOHNSON FERRY EAST		14,200.00	GA237-4 JOHNSON FERRY EAST		21,300.00
	<b>Total Site Improvements</b>		<b>20,000.00</b>	<b>Total Non-Dwelling Structures</b>		<b>30,000.00</b>
	<b>NON DWELLING EQUIPMENT -1475</b>					
	GA237-1 TOBIE GRANT MANOR		4,350.00			
	GA237-4 JOHNSON FERRY EAST		10,650.00			
	<b>Total Site Improvements</b>		<b>15,000.00</b>			
	<b>DWELLING ACTIVITIES 1499</b>					
	GA237-1 TOBIE GRANT MANOR					
	GA237-4 JOHNSON FERRY EAST		660,699.00			
	<b>Total Development Activities</b>		<b>660,699.00</b>			
				<b>Total CFP Funds</b>		<b>1,170,699.00</b>



**CAPITAL FUND PROGRAM TABLES START HERE**

ga237e02 Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Housing Authority of the County of DeKalb, GA		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750104</b> Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2004</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement Revision no: 1 effective 06/2005 <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/04 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	.00	.00	.00	.00
2	1406 Operations	<b>50,000.00</b>	<b>234,139.00</b>	.00	.00
3	1408 Management Improvements	<b>89,387.00</b>	<b>234,139.00</b>	.00	.00
4	1410 Administration	<b>117,069.00</b>	<b>117,069.00</b>	.00	.00
5	1411 Audit	.00	.00	.00	.00
6	1415 Liquidated Damages	.00	.00	.00	.00
7	1430 Fees and Costs	<b>24,243.00</b>	<b>100,000.00</b>	.00	.00
8	1440 Site Acquisition	.00	.00	.00	.00
9	1450 Site Improvement	<b>116,000.00</b>	<b>225,352.00</b>	.00	.00
10	1460 Dwelling Structures	<b>136,000.00</b>	<b>189,000.00</b>	.00	.00
11	1465.1 Dwelling Equipment—Nonexpendable	<b>8,000.00</b>	<b>16,000.00</b>	.00	.00
12	1470 Non dwelling Structures	.00	<b>35,000.00</b>	.00	.00
13	1475 Non dwelling Equipment	.00	<b>20,000.00</b>	.00	.00
14	1485 Demolition	.00	.00	.00	.00
15	1490 Replacement Reserve	.00	.00	.00	.00
16	1492 Moving to Work Demonstration	.00	.00	.00	.00
17	1495.1 Relocation Costs	.00	.00	.00	.00
18	1499 Development Activities	<b>630,000.00</b>	.00	.00	.00
19	1502 Contingency	.00	.00	.00	.00
	<b>Amount of Annual Grant: (sum of lines 1-19)</b>	<b>1,170,699.00</b>	<b>1,170,699.00</b>	<b>.00</b>	<b>.00</b>
20	Amount of line XX Related to LBP Activities	.00	.00	.00	.00
21	Amount of line XX Related to Section 504 compliance	.00	.00	.00	.00
22	Amount of line XX Related to Security - Soft Costs	.00	.00	.00	.00
23	Amount of Line XX Related to Security - Hard Costs	.00	.00	.00	.00
24	Amount of Line XX Related to Energy Conserv Measures	.00	.00	.00	.00
25	Collateralization Expenses or Debt Service	.00	.00	.00	.00

**Revision Explanation:**

In accordance to our Memorandum of Agreement with HUD (5/1/05 – 4/30/05), it became necessary to develop a Strategic Plan and complete the requirements as noted in the MOA at this time.

Therefore, funds needed to be moved into the following development accounts

1406 increased in Operational Costs to include Tobie Grant Manor (200 units) and Johnson Ferry East (498 units)

1408 increased in Management Improvements to include line items specific for completion of tasks included in MOA

1430 increased to Fees and Costs to include Technical Assistance for Compliance

1450 increased in Site Improvements to upgrade and improve the physical properties

1460 increased in Dwelling Structures to provide funds for tasks as specified in the MOA in other line items

1465.1 increased in Dwelling /Non-Expendable to provide funds for tasks as specified in the MOA in other line items

1470 increased in Non-Dwelling Structures to provide for renovations of Central Management Office and Improvements to Maintenance Shops

1475 increased in Non-Dwelling Equipment to improve the technology information system

1499 decreased to reprogram development activities for Johnson Ferry East

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750104</b> Replacement Housing Factor Grant No:					Federal FY of Grant: <b>2004</b> <b>Period Ending: 12/31/04</b>		
Development # Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity or location	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
<b>Operations</b>	Tobie Grant Manor (200 units)	1406	TGM	50,000.00	67,900.00	.00	.00	On-going	
	Johnson Ferry East (498 units)	1406	JFE		166,239.00	.00	.00		
	<b>Operations Subtotal</b>			<b>50,000.00</b>	<b>234,139.00</b>	<b>.00</b>	<b>.00</b>		
<b>Management</b>	Dekalb County Policing Program	1408	PHA - WIDE	68,000.00	.00	.00	.00	reprogrammed	
<b>Improvements</b>	Record keeping & Computer Upgrades	1408	PHA - WIDE	3,000.00	10,000.00	.00	.00	planning stage	
	Resident & Staff Training and General Technical Assistance @ TGM & JFE	1408 1408	TGM JFE	12,887.00	65,000.00 159,139.00	.00 .00	.00 .00	planning stage	
	<b>Management Improvements Subtotal</b>			<b>89,387.00</b>	<b>234,139.00</b>	<b>.00</b>	<b>.00</b>		
<b>Administration</b>	Non-technical PHA salaries and employee contributions	1410 1410	TGM JFE	113,000.00	31,610.00 77,390.00	.00 .00	.00 .00	on-going	
	Travel, advertising, printing, CGP activities	1410	PHA - WIDE	4,069.00	8,069.00	.00	.00	on-going	
	<b>Administration Subtotal</b>			<b>117,069.00</b>	<b>117,069.00</b>	<b>.00</b>	<b>.00</b>		
<b>Fees &amp; Costs</b>	Architectural and/or Engineering	1430	PHA - WIDE	23,000.00	10,000.00	.00	.00	planning stage	
	Consultants & Technical Assistance Fees	1430	PHA - WIDE	.00	85,000.00	.00	.00	on-going	
	Sundry Expenses	1430	PHA - WIDE	1,243.00	25,000.00	.00	.00	planning stage	
	<b>Fees &amp; Costs Subtotal</b>			<b>24,243.00</b>	<b>100,000.00</b>	<b>.00</b>	<b>.00</b>		
<b>Site Improv.</b>									
TGM	Sewer work & sewer line Replacement	1450	16 units	15,000	30,000	.00	.00	planning stage	
TGM	Install Driveways – Parking Pads	1450	As needed	18,000	40,000	.00	.00	planning stage	
TGM	Playground repair, pressure washing & stain	1450	entire site	10,000	.00	.00	.00	reprogrammed	
TGM	Install New Trees & Tree Pruning	1450	entire site	5,000	10,000	.00	.00	planning stage	
TGM	Landscaping Grounds Upgrade	1450	entire site	5,000	15,000	.00	.00	planning stage	
JFE	General Site Repairs	1450	entire site	10,000	20,000	.00	.00	planning stage	
JFE	Landscaping & Grading	1450	entire site	15,000	30,000	.00	.00	planning stage	

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750104</b> Replacement Housing Factor Grant No:					Federal FY of Grant: <b>2004</b> <b>Period Ending: 12/31/04</b>		
Development # Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity or location	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
JFE	Install Signs with Lighting		1450	entrance	3,000	6,000	.00	.00	planning stage
JFE	Tree Planting & Preservation		1450	entire site	7,500	15,000	.00	.00	planning stage
JFE	Sidewalk & Pavement replacement / repair		1450	entire site	20,000	40,000	.00	.00	planning stage
JFE	Install Retaining wall		1450	entire site	7,500	19,352	.00	.00	planning stage
	<b>Site Improvements Subtotal</b>			<b>TG M total</b>	<b>\$ 116,000.00</b>	<b>225,352.00</b>	.00	.00	
<b>Dwelling Structures</b>									
TGM	Building Foundation repair		1460	20 bldgs	15,000	30,000	.00	.00	planning stage
TGM	Install Vanity in Baths		1460	30 units	20,000	.00	.00	.00	reprogrammed
TGM	Resurface / line Tubs		1460	30 units	6,000	9,000	.00	.00	planning stage
TGM	Interior Painting of Apt Units		1460	30 units	20,000	30,000	.00	.00	planning stage
TGM	Replace 2 windows in 3 BR Apt Units		1460	16 units	8,000	16,000	.00	.00	planning stage
TGM	Insulation in Attics		1460	2 bldgs	10,000	.00	.00	.00	reprogrammed
JFE	Roof Replacement / repairs		1460	4 bldgs	17,000	34,000	.00	.00	planning stage
JFE	Interior Painting of Apt Units		1460	40 units	20,000	30,000	.00	.00	planning stage
JFE	Siding repair / replacement		1460	4 buildings	20,000	40,000	.00	.00	planning stage
	<b>Dwelling Structures Subtotal</b>			<b>JFE total</b>	<b>136,000</b>	<b>189,000.00</b>	<b>.00</b>	<b>.00</b>	
<b>Dwelling Equip</b>									
TGM	Range Replacement		1465.1	20 units	3,000	6,000	.00	.00	planning stage
TGM	Refrigerator Replacement		1465.1	20 units	5,000	10,000	.00	.00	planning stage
	<b>Dwelling Equipment Subtotal</b>				<b>8,000.00</b>	<b>16,000.00</b>	<b>.00</b>	<b>.00</b>	
<b>Non Dwelling Structures</b>	Administration Building Repair and Upgrade		1470	5 bldgs.	.00	35,000.00	.00	.00	planning stage
	<b>Non-Dwelling Structures Subtotal</b>				<b>.00</b>	<b>35,000.00</b>	<b>.00</b>	<b>.00</b>	
<b>Non-Dwelling Equipment</b>	Office Furniture & Equipment for Offices, Maintenance and Community Centers		1475	20 units	.00	20,000.00	.00	.00	planning stage

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750104</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2004</b> <b>Period Ending: 12/31/04</b>			
Development # Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity or location	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
	<b>Non-Dwelling Equipment Subtotal</b>				<b>.00</b>	<b>20,000.00</b>	<b>.00</b>	<b>.00</b>	
<b>Development</b>	Redevelopment of Johnson Ferry East		1499	118 units	630,000	.00	.00	.00	postponed
<b>Acti</b>									
<b>vity</b>									
	<b>Development Activity Subtotal</b>				<b>630,000</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	
	<b>GRAND TOTAL</b>				<b>1,170.699.00</b>	<b>1,170.699.00</b>	<b>.00</b>	<b>.00</b>	

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>			Grant Type and Number Capital Fund Program No: <b>GA06P2350104</b> Replacement Housing Factor No:			Federal FY of Grant: <b>2004</b>  <b>Period Ending: 12/31/04</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date) 24 months			All Funds Expended (Quarter Ending Date) 24 months			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
<b>Start date 9/14/04</b>							
GA237-1							
Tobie Grant Manor	9/13/06	3/31/06		9/13/08	6/30/07		In accordance with Notice 2001-26
GA237-4							
Johnson Ferry East	9/13/06	3/31/06		9/13/08	6/30/07		In accordance with Notice 2001-26
Management Improvements	9/13/06	3/31/06		9/13/08	6/30/07		In accordance with Notice 2001-26
Community Policing Program	9/13/06	3/31/06		9/13/08	6/30/07		In accordance with Notice 2001-26
Preventive Maintenance Program	9/13/06	3/31/06		9/13/08	6/30/07		In accordance with Notice 2001-26
Operational Improvement Training	9/13/06	3/31/06		9/13/08	6/30/07		In accordance with Notice 2001-26
Professional Training in Maintenance Skills And Services	9/13/06	3/31/06		9/13/08	6/30/07		In accordance with Notice 2001-26
Resident Responsibility Training	9/13/06	3/31/06		9/13/08	6/30/07		In accordance with Notice 2001-26

## CAPITAL FUND PROGRAM TABLES START HERE

### ga237f02 Annual Statement/Performance and Evaluation Report

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750103</b> Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2003</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1 effective 6/05 <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/04 <input type="checkbox"/> Final Performance and Evaluation Report						
		Total Estimated Cost		Total Actual Cost		
Line No.	Summary by Development Account	Original	Revised	Obligated	Expended	
1	Total non-CFP Funds	.00	.00	.00	.00	
2	1406 Operations	.00	<b>212,048.00</b>	<b>.00</b>	.00	
3	1408 Management Improvements	<b>180,500.00</b>	<b>212,048.00</b>	.00	.00	
4	1410 Administration	<b>106,000.00</b>	<b>106,024.00</b>	<b>43,486.00</b>	<b>43,486.00</b>	
5	1411 Audit	.00	.00	.00	.00	
6	1415 Liquidated Damages	.00	.00	.00	.00	
7	1430 Fees and Costs	<b>17,733.00</b>	<b>54,000.00</b>	.00	.00	
8	1440 Site Acquisition	.00	.00	.00	.00	
9	1450 Site Improvement	<b>148,806.00</b>	<b>161,000.00</b>	.00	.00	
10	1460 Dwelling Structures	<b>591,704.00</b>	<b>98,605.63</b>	.00	.00	
11	1465.1 Dwelling Equipment—Nonexpendable	<b>15,500.00</b>	<b>13,000.00</b>	.00	.00	
12	1470 Non-dwelling Structures	.00	<b>35,332.37</b>	.00	.00	
13	1475 Non-dwelling Equipment	.00	<b>168,185.00</b>	.00	.00	
14	1485 Demolition	.00	.00	.00	.00	
15	1490 Replacement Reserve	.00	.00	.00	.00	
16	1492 Moving to Work Demonstration	.00	.00	.00	.00	
17	1495.1 Relocation Costs	.00	.00	.00	.00	
18	1499 Development Activities	.00	.00	.00	.00	
19	1502 Contingency	.00	.00	.00	.00	
	<b>Amount of Annual Grant: (sum of lines 1-19)</b>	<b>1,060,243.00</b>	<b>1,060,243.00</b>	<b>43,486.00</b>	<b>43,486.00</b>	
20	Amount of line XX Related to LBP Activities	.00	.00	.00	.00	
21	Amount of line XX Related to Section 504 compliance	.00	.00	.00	.00	
22	Amount of line XX Related to Security - Soft Costs	.00	.00	.00	.00	
23	Amount of Line XX Related to Security - Hard Costs	.00	.00	.00	.00	
24	Amount of Line XX Related to Energy Conservation Measures	.00	.00	.00	.00	
25	Collateralization Expenses or Debt Service	.00	.00	.00	.00	

**Revision Explanation:**

In accordance to our Memorandum of Agreement with HUD (5/1/05 – 4/30/05), it became necessary to develop a Strategic Plan and complete the requirements as noted in the MOA at this time.

Therefore, funds needed to be moved into the following development accounts

1406 increased in Operational Costs to include Tobie Grant Manor (200 units) and Johnson Ferry East (498 units)

1408 increased in Management Improvements to include line items specific for completion of tasks included in MOA

1410 increased in Administration to include line items specific for completion of tasks included in MOA

1430 increased to Fees and Costs to include Technical Assistance for Compliance

1450 increased in Site Improvements to upgrade and improve the physical properties

1460 decreased in Dwelling Structures to provide funds for tasks as specified in the MOA in other line items

1465.1 decreased in Dwelling Equipment/Non-Expendable to provide funds for tasks as specified in the MOA in other line items

1470 increased in Non-Dwelling Structures to provide for renovations of Central Management Office and Improvements to Maintenance Shops

1475 increased in Non-Dwelling Equipment to improve the technology information system



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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750103</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2003</b> <b>Period Ending: 12/31/04</b>			
Development # Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity or location	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
<b>Operations</b>	Tobie Grant Manor (200 units) Johnson Ferry East (498 units)	1406	TGM JFE	.00	61,495.00 150,553.00	.00 .00	.00	Ongoing	
	<b>Operations Subtotal</b>			<b>.00</b>	<b>212,048.00</b>	<b>.00</b>	<b>.00</b>		
						.00			
<b>Management</b>	Dekalb County Policing Program	1408	PHA – WIDE	160,000.00	.00	.00	.00	reprogrammed	
<b>Improvements</b>	Computer System Development & Upgrades	1408	PHA – WIDE	7,500.00	24,800.00	.00	.00	planning stage	
	Record Keeping Improvements/ management	1408	PHA – WIDE	.00	10,000.00			planning stage	
	Resident, Board, Staff Training & Trainer(s)	1408	PHA – WIDE	13,000.00	85,148.00	.00	.00	planning stage	
	General Technical Assistance	1408	TGM JFE	.00	14,500.00 35,500.00			planning stage	
	Strategic Plan Development (per MOA)	1408	TGM JFE	.00	7,830.00 19,170.00	.00	.00	planning stage	
	Energy Audit & Utility Study	1408	TGM JFE	.00	3,500.00 3,400.00			planning stage	
	Physical Needs Assessment	1408	TGM JFE	.00	3,200.00 5,000.00	.00	.00	planning stage	
	<b>Management Improvements Subtotal</b>			<b>180,500.00</b>	<b>212,048.00</b>	<b>.00</b>	<b>.00</b>		
<b>Administration</b>	Non-Technical PHA salaries & employee contributions	1410	TGM JFE	105,000.00	26,825.00 65,675.00	43,486.00	43,486.00	Ongoing	
	Travel, advertising, printing & procurement	1410	PHA – WIDE	1,000.00	13,524.00		.00	planning stage	
	<b>Administration Subtotal</b>			<b>106,000.00</b>	<b>106,024.00</b>	<b>43,486.00</b>	<b>43,486.00</b>		
<b>Fees &amp; Costs</b>	Architectural & Engineering Services, Consultants & Technical fees	1430	PHA – WIDE	5,000.00	45,000.00	.00	.00	planning stage	
	Sundry Expenses	1430	PHA – WIDE	2,733.00	2,790.00	.00	.00	planning stage	
	UPCS Inspections	1430	TGM & JFE	.00	6,210.00			planning stage	
	<b>Fees &amp; Costs Subtotal</b>			<b>17,733.00</b>	<b>54,000.00</b>	<b>.00</b>	<b>.00</b>		

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750103</b> Replacement Housing Factor Grant No:					Federal FY of Grant: <b>2003</b> <b>Period Ending: 12/31/04</b>		
Development # Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity or location	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
<b>Site Improvements</b>									
TGM	Sewer work & sewer line Replacement		1450	6 units	10,000.00	.00	.00	.00	reprogrammed
TGM	Sidewalk Installation		1450	entire site	20,000.00	20,000.00	.00	.00	planning stage
TGM	Playground repair, pressure washing, stain		1450	entire site	15,000.00	15,000.00	.00	.00	planning stage
TGM	Grading, retaining wall & concrete border		1450	entire site	20,658.00	.00	.00	.00	reprogrammed
TGM	Clear and Improve Storm Drains		1450	entire site	10,000.00	.00	.00	.00	reprogrammed
TGM	Tree Pruning & mulch		1450	entire site	10,000.00	10,000.00	.00	.00	planning stage
TGM	Community Garden improvements		1450	garden area	.00	10,000.00			planning stage
TGM	Landscaping & Site Improvements		1450	entire site	10,000.00	20,000.00	.00	.00	planning stage
TGM	Parking lot - repair seal & stripe		1450	entire site	.00	30,000.00			planning stage
JFE	Landscaping – Grading & moving storm line		1450	3 bldgs	10,000.00	.00	.00	.00	reprogrammed
JFE	Install Entrance Sign with Lighting		1450	entrance	10,000.00	.00	.00	.00	reprogrammed
JFE	Sidewalk & Pavement repair		1450	entire site	10,000.00	6,000.00	.00	.00	planning stage
JFE	Railing repair & Install Retaining wall		1450	entire site	13,148.00	.00	.00	.00	reprogrammed
JFE	Sewer line Replacement and/or cleaning		1450	entire site	.00	25,000.00	.00	.00	planning stage
JFE	Playground repair, pressure washing, stain		1450	entire site	.00	5,000.00	.00	.00	planning stage
JFE	Tree Pruning & mulch		1450	entire site	10,000.00	20,000.00	.00	.00	planning stage
	<b>Site Improvements Subtotal</b>				<b>148,806.00</b>	<b>161,000.00</b>	<b>.00</b>	<b>.00</b>	
<b>Dwelling Structures</b>									
TGM	Bathroom Renovations		1460	as needed	.00	38,380.63	.00	.00	planning stage
TGM	Building Foundation repair & painting		1460	58 bldgs	15,000.00	33,350.00	.00	.00	planning stage
TGM	Install Vanity, resurface / line tubs in Baths		1460	30 units	15,500.00	.00	.00	.00	reprogrammed
TGM	Interior Painting of Apt Units		1460	43 units	16,000.00	26,875.00	.00	.00	planning stage
TGM	Replace 2 windows in 3 BR Apt Units		1460	8 units	17,300.00	.00	.00	.00	reprogrammed
TGM	Insulation in Attics		1460	20 bldgs	30,000.00	.00	.00	.00	reprogrammed

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750103</b> Replacement Housing Factor Grant No:					Federal FY of Grant: <b>2003</b> <b>Period Ending: 12/31/04</b>		
Development # Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity or location	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
JFE	Roof Replacement / repairs	1460	2 bldgs	10,000.00	.00	.00	.00	reprogrammed	
JFE	Foundation work, ground work & demolition	1460	10 units	74,904.00	.00	.00	.00	reprogrammed	
JFE	Framing, roofing, walls/doors/windows	1460	10 units	112,000.00	.00	.00	.00	reprogrammed	
JFE	Mechanical -HVAC, electrical, plumbing etc	1460	10 units	221,000.00	.00	.00	.00	reprogrammed	
JFE	Carpentry, sheetrock, flooring, carpet, paint	1460	10 units	80,000.00	.00	.00	.00	reprogrammed	
	<b>Dwelling Structures Subtotal</b>			<b>591,704.00</b>	<b>98,605.63</b>				
	<b>Dwelling Equip</b>								
TGM	Range & Refrigerator Replacement	1465.1	10 units	6,500.00	6,500.00	.00	.00	planning stage	
JFE	Range & Refrigerator Replacement	1465.1	10 units	9,000.00	6,500.00	.00	.00	planning stage	
	<b>Dwelling Equipment Subtotal</b>			<b>15,500.00</b>	<b>13,000.00</b>				
<b>Non-dwelling Structures</b>	Improvements to Maintenance shops	1470	TGM JFE	.00	2,500.00 2,500.00	.00	.00	planning stage	
	Central Management Office repair & upgrade (30% of total cost)	1470	PHA - WIDE	.00	30,332.37			planning stage	
	<b>Non-Dwelling Structures Subtotal</b>			<b>.00</b>	<b>35,332.37</b>	<b>.00</b>	<b>.00</b>		
<b>Non-dwelling Equipment</b>	Computer Equipment & hardware needed as referenced in MOA (30% of total cost)	1475	PHA - WIDE	.00	168,185.00	.00	.00	planning stage	
	<b>Non-Dwelling Equipment Subtotal</b>			<b>.00</b>	<b>168,185.00</b>	<b>.00</b>	<b>.00</b>		
	<b>GRAND TOTAL</b>			<b>1,060,243.00</b>	<b>1,060,243.00</b>	<b>43,486.00</b>	<b>43,486.00</b>		

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>			Grant Type and Number Capital Fund Program No: <b>GA06P2350103</b> Replacement Housing Factor No:			Federal FY of Grant: <b>2003</b>  <b>Period Ending: 12/31/04</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (actual date) (Quarter Ending Date) 24 months			All Funds Expended (Quarter Ending Date) 24 months			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
<b>Start date 7/1/03</b>							
GA237-1							
Tobie Grant Manor	12/31/04	09/01/05		6/30/06	6/30/06		In accordance with Notice 2001-26
GA237-4							
Johnson Ferry East	12/31/04	09/01/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Management Improvements	12/31/04	09/01/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Community Policing Program	12/31/04	09/01/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Preventive Maintenance Program	12/31/04	09/01/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Operational Improvement Training	12/31/04	09/01/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Professional Training in Maintenance Skills And Services	12/31/04	09/01/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Resident Responsibility Training	12/31/04	09/01/05		6/30/06	6/30/06		In accordance with Notice 2001-26

## CAPITAL FUND PROGRAM TABLES START HERE

### ga237g02 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> <b>Housing Authority of the County of Dekalb, GA</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>GA06P23750203</b> Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2003</b>
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Original Annual Statement Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: 1  
 Performance and Evaluation Report for Period Ending: 12/31/04 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	.00	.00	.00	.00
2	1406 Operations	.00	<b>42,260.00</b>	.00	.00
3	1408 Management Improvements	<b>20,000.00</b>	<b>42,260.00</b>	.00	.00
4	1410 Administration	<b>21,100.00</b>	<b>21,130.00</b>	.00	.00
5	1411 Audit	.00	.00	.00	.00
6	1415 Liquidated Damages	.00	.00	.00	.00
7	1430 Fees and Costs	<b>28,900.00</b>	<b>28,900.00</b>	.00	.00
8	1440 Site Acquisition	.00	.00	.00	.00
9	1450 Site Improvement	<b>63,000.00</b>	<b>43,752.00</b>	.00	.00
10	1460 Dwelling Structures	<b>78,302.00</b>	<b>.00</b>	.00	.00
11	1465.1 Dwelling Equipment—Nonexpendable	.00	.00	.00	.00
12	1470 Non-dwelling Structures	.00	<b>30,000.00</b>	.00	.00
13	1475 Non-dwelling Equipment	.00	<b>3,000.00</b>	.00	.00
14	1485 Demolition	.00	.00	.00	.00
15	1490 Replacement Reserve	.00	.00	.00	.00
16	1492 Moving to Work Demonstration	.00	.00	.00	.00
17	1495.1 Relocation Costs	.00	.00	.00	.00
18	1499 Development Activities	.00	.00	.00	.00
19	1502 Contingency	.00	.00	.00	.00
	<b>Amount of Annual Grant: (sum of lines 1-19)</b>	<b>211,302.00</b>	<b>211,302.00</b>	<b>.00</b>	<b>.00</b>
20	Amount of line XX Related to LBP Activities	.00	.00	.00	.00
21	Amount of line XX Related to Section 504 compliance	.00	.00	.00	.00
22	Amount of line XX Related to Security - Soft Costs	.00	.00	.00	.00
23	Amount of Line XX Related to Security - Hard Costs	.00	.00	.00	.00
24	Amount of Line XX Related to Energy Conservation measures	.00	.00	.00	.00
25	Collateralization Expenses or Debt Service	.00	.00	.00	.00

**Revision Explanation:**

In accordance to our Memorandum of Agreement with HUD (5/1/05 – 4/30/05), it became necessary to develop a Strategic Plan, complete Board and Staff training, improve all reporting measures and implement more effective administrative tools for compliance.

Therefore, funds needed to be increased or decreased into the following development accounts:

1406 increased in Operational Costs to include Tobie Grant Manor (200 units) and Johnson Ferry East (498 units)

1408 increased in Management Improvements to include line items specific for completion of tasks included in MOA

1410 increased in Administration to include line items specific for completion of tasks included in MOA

1460 decreased in Dwelling Structures to provide funds for tasks as specified in the MOA in other line items

1470 increased in Non-Dwelling Structures to provide for renovations of Central Management Office

1475 increased in Non-Dwelling Equipment to improve the technology information system

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

PHA Name: <b>Housing Authority of the County of DeKalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750203</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2003</b> <b>Period Ending: 12/31/04</b>			
Dev.Number/HA -Wide Activities	General Description of Major Work Categories	Dev. Acct.	Quantity location	Total Estimated Cost Original Revised		Total Actual Cost Obligated Expended		Status of Work	
<b>Operations</b>	Operations/Tobie Grant Manor (200 units) Operations/Johnson Ferry East (498 units)	1406 1406	TGM JFE	.00	12,255.00 30,005.00	.00	.00	Ongoing	
	<b>Operations Subtotal</b>			<b>.00</b>	<b>42,260.00</b>	<b>.00</b>	<b>.00</b>		
<b>Management Improvements</b>	Resident, Board & Staff Training & Trainers	1408	PHA – WIDE	15,000.00	15,000.00	.00	.00	Ongoing	
	Compliance Technical Assistance per MOA	1408	PHA – WIDE	.00	20,260.00	.00	.00	Ongoing	
	Record keeping Improvements/ management	1408	PHA – WIDE	500.00	2,500.00	.00	.00	In progress	
	Computer System Upgrades	1408	PHA – WIDE	4,500.00	4,500.00	.00	.00	In progress	
	<b>Management Improvements Subtotal</b>			<b>20,000.00</b>	<b>42,260.00</b>	<b>.00</b>	<b>.00</b>		
<b>Administration</b>	Non-Technical PHA salaries & employee contributions TGA (29%) JFE (71%)	1410	TGA (29%) JFE (71%)	21,000.00	6,128.00 15,002.00	.00	.00	In progress	
	Travel, advertising, printing, CGP activities	1410	PHA – WIDE	100.00	.00	.00	.00	reprogrammed	
	<b>Administration Subtotal</b>			<b>21,100.00</b>	<b>21,130.00</b>	<b>.00</b>	<b>.00</b>		
<b>Fees &amp; Costs</b>	Architectural & Engineering Fees, Legal fees, Technical Assistance Fees	1430	PHA – WIDE	25,000.00	25,000.00	.00	.00	In progress	
	Sundry Expenses as per regulations	1430	PHA – WIDE	3,900.00	3,900.00	.00	.00	In progress	
	<b>Fees &amp; Costs Subtotal</b>			<b>28,900.00</b>	<b>28,900.00</b>	<b>.00</b>	<b>.00</b>		
<b>Site Improvm.</b>									
TGM	Sidewalk Replacement/repair	1450	entire site	5,000.00	.00	.00	.00	reprogrammed	
TGM	Repair Driveways, Parking Pads , sidewalks	1450	as needed	23,000.00	.00	.00	.00	reprogrammed	
TGM	Landscaping & Site Improvements	1450	entire site	5,000.00	43,752.00	.00	.00	planning stage	
JFE	Tree Planting & Preservation	1450	entire site	5,000.00	.00	.00	.00	reprogrammed	
JFE	Sidewalk & Pavement replacement/repair	1450	entire site	5,000.00	.00	.00	.00	reprogrammed	
JFE	Landscaping, Grading and moving storm line	1450	3 bldgs	20,000.00	.00	.00	.00	reprogrammed	
	<b>Site Improvement Subtotal</b>			<b>63,000.00</b>	<b>43,752.00</b>	<b>.00</b>	<b>.00</b>		

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

PHA Name: <b>Housing Authority of the County of DeKalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750203</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2003</b> <b>Period Ending: 12/31/04</b>			
Dev.Number/HA -Wide Activities	General Description of Major Work Categories	Dev. Acct.	Quantity location	Total Estimated Cost Original Revised		Total Actual Cost Obligated Expended		Status of Work	
Dwel ling structures									
TGM	Install Vanity in Baths	1460	30 units	8,000.00	.00	.00	.00	reprogrammed	
TGM	Resurface / line Tubs	1460	20 units	2,302.00	.00	.00	.00	reprogrammed	
TGM	Interior Painting of Apt Units	1460	20 units	10,000.00	.00	.00	.00	reprogrammed	
TGM	Replace 2 windows in 3 BR Apt Units	1460	8 units	18,000.00	.00	.00	.00	reprogrammed	
JFE	Building replacement including foundation work, ground work and demolition	1460	10 units	10,000.00	.00	.00	.00	reprogrammed	
JFE	Building construction including framing, roofing, exterior walls, doors, windows, etc	1460	10 units	10,000.00	.00	.00	.00	reprogrammed	
JFE	Mechanical work includes HVAC electrical, plumbing, appliances & hot water heaters	1460	10 units	10,000.00	.00	.00	.00	reprogrammed	
JFE	New living space including carpentry, sheetrock, flooring, carpeting, painting, etc	1460	10 units	10,000.00	.00	.00	.00	reprogrammed	
	<b>Dwelling Structures Subtotal</b>			<b>78,302.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>		
<b>Non-Dwelling Structures</b>	Improvement to Central Management Office (30% of total cost)	1470	1 bldg	.00	30,000.00	.00	.00	planning stage	
	<b>Non-Dwelling Structures Subtotal</b>			<b>.00</b>	<b>30,000.00</b>	<b>.00</b>	<b>.00</b>		
<b>Non-Dwelling Equipment</b>	Copier for Management Office	1475	TGM	.00	3,000.00	.00	.00	planning stage	
	<b>Non-Dwelling Equipment Subtotal</b>			<b>.00</b>	<b>3,000.00</b>	<b>.00</b>	<b>.00</b>		
	<b>GRAND TOTAL</b>			<b>211,302.00</b>	<b>211,302.00</b>	<b>.00</b>	<b>.00</b>		



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

<b>PHA Name:</b> <b>Housing Authority of the County of Dekalb, GA</b>	<b>Grant Type and Number</b> Capital Fund Program No: <b>GA06P2350103</b> Replacement Housing Factor No:	<b>Federal FY of Grant: 2003</b>  <b>Period Ending: 12/31/04</b>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date) 24 months			All Funds Expended (Quarter Ending Date) 24 months			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
<b>Start date 7/1/03</b>							
GA237-1							
Tobie Grant Manor	12/31/04	12/31/05		6/30/06	6/30/06		In accordance with Notice 2001-26
GA237-4							
Johnson Ferry East	12/31/04	12/31/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Management Improvements	12/31/04	12/31/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Community Policing Program	12/31/04	12/31/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Preventive Maintenance Program	12/31/04	12/31/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Operational Improvement Training	12/31/04	12/31/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Professional Training in Maintenance Skills And Services	12/31/04	12/31/05		6/30/06	6/30/06		In accordance with Notice 2001-26
Resident Responsibility Training	12/31/04	12/31/05		6/30/06	6/30/06		In accordance with Notice 2001-26

## CAPITAL FUND PROGRAM TABLES START HERE

ga237h02 Statement/Performance and Evaluation Report						
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>						
<b>PHA Name:</b> Housing Authority of the County of Dekalb, GA		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>GA06P23750102</b> Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2002</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/05 <input checked="" type="checkbox"/> Final Performance and Evaluation Report						
Period Ending 3/31/05						
Line #	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original: 6/30/04 P&E	Revised	Obligated	Expended	
1	Total non-CFP Funds	.00	.00	.00	.00	
2	1406 Operations	128,860.00	193,860.00	193,860.00	193,860.00	
3	1408 Management Improvements Soft Costs	156,014.63	135,039.12	135,039.12	135,039.12	
4	1410 Administration	128,860.00	138,788.74	138,788.74	138,788.74	
5	1411 Audit	.00	.00	.00	.00	
6	1415 Liquidated Damages	.00	.00	.00	.00	
7	1430 Fees and Costs	41,075.00	38,075.00	38,075.00	38,075.00	
8	1440 Site Acquisition	.00	.00	.00	.00	
9	1450 Site Improvement	283,501.68	235,998.64	235,998.64	235,998.64	
10	1460 Dwelling Structures	487,379.52	504,064.60	504,064.60	504,064.60	
11	1465.1 Dwelling Equipment—Nonexpendable	7,500.00	3,753.00	3,753.00	3,753.00	
12	1470 Non-dwelling Structures	30,152.00	30,152.00	30,152.00	30,152.00	
13	1475 Non-dwelling Equipment	25,262.17	8,873.90	8,873.90	8,873.90	
14	1485 Demolition	.00	.00	.00	.00	
15	1490 Replacement Reserve	.00	.00	.00	.00	
16	1492 Moving to Work Demonstration	.00	.00	.00	.00	
17	1495.1 Relocation Costs	.00	.00	.00	.00	
18	1499 Development Activities	.00	.00	.00	.00	
19	1502 Contingency	.00	.00	.00	.00	
	<b>Amount of Annual Grant: (sum of lines 1-19)</b>	<b>1,288,605.00</b>	<b>1,288,605.00</b>	<b>1,288,605.00</b>	<b>1,288,605.00</b>	

**ga237h02 Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: <b>Housing Authority of the County of DeKalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750102</b> Replacement Housing Factor Grant No:		Federal FY of Grant: <b>2002</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/05 <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
				Period Ending 3/31/05	
Line #	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
20	Amount of line XX Related to LBP Activities	.00	.00	.00	.00
21	Amount of line XX Related to Section 504 compliance	.00	.00	.00	.00
22	Amount of line XX Related to Security - Soft Costs	109,314.63	109,314.63	109,314.63	109,314.63
23	Amount of Line XX Related to Security - Hard Costs	29,070.00	29,070.00	29,070.00	29,070.00
24	Amount of Line XX Related to Energy Conservation Measures	.00	.00	.00	.00
25	Collateralization Expenses or Debt Service	.00	.00	.00	.00

**Revision Explanation:**

**This revision is the final revision for this grant. All funds were drawn down on 4/1/2005 which will close out this grant. Note that some of the line items from the previous P&E were re-programmed and expensed out of Operations 1406. The final Budget amounts have changed and need to be corrected / reflected in LOCCS.**

- 1408 decreased in Management Improvements due to funds not needed specific to this account**
- 1410 increased in Administration due to include line items specific to this account**
- 1430 decreased in Fees and Costs due to funds not needed specific to this account**
- 1450 decreased in Site Improvements due to funds not needed specific to this account**
- 1460 increased in Dwelling Structures to include line items specific to this account**
- 1465 decreased in dwelling Equipment due to funds not needed specific to this account**
- 1475 decreased in Non-Dwelling Equipment due to funds not needed specific to this account**

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750102</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2002</b>  <b>Period Ending 3/31/05</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
<b>Operations</b>	Transferred to Operating budget		1406	PHA wide	128,860.00	\$ 193,860.00	\$ 193,860.00	\$ 193,860.00	completed
	<b>Subtotal</b>				<b>\$ 128,860.00</b>	<b>\$ 193,860.00</b>	<b>\$ 193,860.00</b>	<b>\$ 193,860.00</b>	
<b>Man agement</b>	Community Policing Program provided by Dekalb County Police (soft cost)		1408	TGM JFE	\$109,314.63	\$99,851.62	\$99,851.62	\$99,851.62	completed
<b>Improvements</b>	Community Government Agency Services		1408		2,200.00	.00	.00	.00	completed
	Resident / Employee Training / Technical & Consultant Contract Services		1408		19,500.00	12,687.50	12,687.50	12,687.50	completed
	Record keeping Improvements		1408		5,000.00	.00	.00	.00	completed
	Computer System Upgrades / Technical & Consultant Contract Services		1408		20,000.00	22,500.00	22,500.00	22,500.00	completed
	<b>Subtotal</b>				<b>\$ 156,014.63</b>	<b>\$ 135,039.12</b>	<b>\$ 135,039.12</b>	<b>\$ 135,039.12</b>	
<b>Administration</b>	% of salaries & fringe benefits - Mod Dir, Construction Inspectors, Contracts Admin Asst, Special Programs Supervisor & support Asst		1410	TGM JFE	\$ 128,860.00	138,788.74	138,788.74	138,788.74	completed
	<b>Subtotal</b>				<b>\$ 128,860.00</b>	<b>\$ 138,788.74</b>	<b>\$ 138,788.74</b>	<b>\$ 138,788.74</b>	
<b>Fees &amp; Costs</b>	A & E Contract Assistance and Inspection		1430	TGM JFE	38,075.00	38,075.00	38,075.00	38,075.00	completed
	Bid Expenses – Advertising, printing, blueprints, booklets, photos, etc		1430		3,000.00	.00	.00	.00	re-programmed
	<b>Subtotal</b>				<b>\$ 41,075.00</b>	<b>\$ 38,075.00</b>	<b>\$ 38,075.00</b>	<b>\$ 38,075.00</b>	

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750102</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2002</b>  <b>Period Ending 3/31/05</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
<b>GA237-1</b>	<b>TOBIE GRANT MANOR</b>								
<b>Site Improvements</b>	Install Perimeter Fence and Retaining Wall	1450	north end site	18,000.00	18,000.00	18,000.00	18,000.00	completed	
	Sidewalk Replacement/repair	1450	entire site	21,164.84	21,164.84	21,164.84	21,164.84	completed	
	Install Driveways – Parking Pads	1450	6 units	43,681.00	43,681.00	43,681.00	43,681.00	completed	
	Playground – pressure washing, paint & repairs	1450	entire site	66,343.00	66,343.00	66,343.00	66,343.00	completed	
	Landscaping, Site improvements & Grading	1450	entire site	30,658.00	30,658.00	30,658.00	30,658.00	completed	
	Clear and Improve Storm Drains	1450	entire site	5,857.50	5,857.50	5,857.50	5,857.50	completed	
	Install New Trees & Tree Pruning	1450	entire site	1,677.04	1,677.04	1,677.04	1,677.04	completed	
	Upgrade Community Garden Fence	1450	entire site	3,700.00	3,700.00	3,700.00	3,700.00	completed	
	<i>subtotal</i>			<b>191,081.38</b>	<b>191,081.38</b>	<b>191,081.38</b>	<b>191,081.38</b>		
<b>Dwelling Structures</b>	Roof Replacement/repair	1460	15 bldgs	18,256.00	18,256.00	18,256.00	18,256.00	completed	
	Building Foundation repair	1460	10 bldgs	33,350.00	33,350.00	33,350.00	33,350.00	completed	
	Install Vanity in Baths	1460	50 units	224,152.04	224,152.04	224,152.04	224,152.04	completed	
	Resurface / line Tubs	1460	20 units	1,111.00	1,111.00	1,111.00	1,111.00	completed	
	Interior & Exterior Painting of Apt Units	1460	4 bldgs	34,625.00	34,625.00	34,625.00	34,625.00	completed	
	HVAC Improvement	1460	1 bldg	1,275.00	1,275.00	1,275.00	1,275.00	completed	
	Install additional Attic insulation	1460	12 bldgs	47,928.00	64,613.08	64,613.08	64,613.08	completed	
	Carpet replacement	1460	1 unit	1,520.00	1,520.00	1,520.00	1,520.00	completed	
	<i>subtotal</i>			<b>362,217.04</b>	<b>378,902.12</b>	<b>378,902.12</b>	<b>378,902.12</b>		
<b>Dwelling Equipment</b>	Range & Refrigerator Replacements	1465	5 units	3,753.00	3,753.00	3,753.00	3,753.00	completed	
	<i>subtotal</i>			3,753.00	3,753.00	3,753.00	3,753.00		
<b>Non-Dwelling Equipment</b>	Office Computers, printers, copier & Equipment	1475	as needed	25,262.17	8,873.90	8,873.90	8,873.90	completed	
	<i>subtotal</i>			<b>25,262.17</b>	<b>8,873.90</b>	<b>8,873.90</b>	<b>8,873.90</b>		
<b>GA237-4</b>	<b>JOHNSON FERRY EAST</b>								

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750102</b> Replacement Housing Factor Grant No:					Federal FY of Grant: <b>2002</b>			
						<b>Period Ending 3/31/05</b>				
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work		
				Original	Revised	Obligated	Expended			
<b>Site</b>	Tree Planting & Preservation	1450	as needed	5,325.00	5,325.00	5,325.00	5,325.00	completed		
<b>Improvements</b>	Landscaping, Site improvements & Grading	1450	entire site	76,088.00	28,584.96	28,584.96	28,584.96	completed		
	Sidewalk & Pavement replacement/repair	1450	entire site	6,579.30	6,579.30	6,579.30	6,579.30	completed		
	Railing replacement / repair	1450	entire site	3,148.00	3,148.00	3,148.00	3,148.00	completed		
	Install Retaining wall	1450	entire site	1,280.00	1,280.00	1,280.00	1,280.00	completed		
	<i>subtotal</i>			<b>92,420.30</b>	<b>44,917.26</b>	<b>44,917.26</b>	<b>44,917.26</b>			
<b>Dwelling Structures</b>	HVAC repair/replacement	1460	as needed	2,475.00	2,475.00	2,475.00	2,475.00	completed		
	Roof Replacement/repairs	1460	10 bldgs	16,098.00	16,098.00	16,098.00	16,098.00	completed		
	Install metal insulated Security Doors (f & b)	1460	30 units	11,070.00	11,070.00	11,070.00	11,070.00	completed		
	Install weather-stripping on doors	1460	200 doors	9,850.00	9,850.00	9,850.00	9,850.00	completed		
	Interior & Exterior Painting of Apt Units	1460	4 bldgs	35,696.77	35,696.77	35,696.77	35,696.77	completed		
	Exterior Concrete work in or around bldgs	1460	2 units	3,000.00	3,000.00	3,000.00	3,000.00	completed		
	Replace Exterior Siding (Walls/Windows/Doors)	1460	8 bldgs	46,972.71	46,972.71	46,972.71	46,972.71	completed		
	<i>subtotal</i>			<b>125,162.48</b>	<b>125,162.48</b>	<b>125,162.48</b>	<b>125,162.48</b>			
<b>Dwelling Equip</b>	Range Replacement	1465.1	5 units	3,747.00	.00	.00	.00	re-programmed		
	<i>subtotal</i>			<b>3,747.00</b>	<b>125,162.48</b>	<b>125,162.48</b>	<b>125,162.48</b>			
<b>Non-Dwelling Structures</b>	Interior Office / Maintenance Shop Repairs and Improvements	1470	1 bldg	30,152.00	30,152.00	30,152.00	30,152.00	completed		
	<i>subtotal</i>			<b>30,152.00</b>	<b>30,152.00</b>	<b>30,152.00</b>	<b>30,152.00</b>			
<b>Physical Needs</b>	<b>TGM &amp; JFE Physical Needs Subtotal</b>			<b>\$833,795.37</b>	<b>782,842.14</b>	<b>782,842.14</b>	<b>782,842.14</b>			
	<b>GRAND TOTAL</b>			<b>\$1,288,605.00</b>	<b>\$1,288,605.00</b>	<b>\$1,288,605.00</b>	<b>\$1,288,605.00</b>			

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>			Grant Type and Number Capital Fund Program No: <b>GA06P2350102</b> Replacement Housing Factor No:				Federal FY of Grant: <b>2002</b>  <b>Period Ending 3/31/05</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date) 18 months			All Funds Expended (Quarter Ending Date) 18 months			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
<b>Start date 11/25/2002</b>								
GA237-1								
Tobie Grant Manor	6/30/04	6/30/04	<b>6/30/04</b>	6/30/06	4/01/05	<b>4/01/05</b>	In accordance with Notice 2001-26	
GA237-4								
Johnson Ferry East	6/30/04	6/30/04	<b>6/30/04</b>	6/30/06	4/01/05	<b>4/01/05</b>	In accordance with Notice 2001-26	
Management Improvements	6/30/04	6/30/04	<b>6/30/04</b>	6/30/06	4/01/05	<b>4/01/05</b>	In accordance with Notice 2001-26	
Community Policing Program	6/30/04	6/30/04	<b>6/30/04</b>	6/30/06	4/01/05	<b>4/01/05</b>	In accordance with Notice 2001-26	
Preventive Maintenance Program	6/30/04	6/30/04	<b>6/30/04</b>	6/30/06	4/01/05	<b>4/01/05</b>	In accordance with Notice 2001-26	
Operational Improvement Training	6/30/04	6/30/04	<b>6/30/04</b>	6/30/06	4/01/05	<b>4/01/05</b>	In accordance with Notice 2001-26	
Professional Training in Maintenance Skills And Services	6/30/04	6/30/04	<b>6/30/04</b>	6/30/06	4/01/05	<b>4/01/05</b>	In accordance with Notice 2001-26	
Resident Responsibility Training	6/30/04	6/30/04	<b>6/30/04</b>	6/30/06	4/01/05	<b>4/01/05</b>	In accordance with Notice 2001-26	





**ga237i02 Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>	Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750101</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2001</b>
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement ( revision no: 3 )  
 Performance and Evaluation Report for Period Ending: 3/31/05  Final Performance and Evaluation Report Period ending 3/31/05

Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Original	Revised	Obligated	Expended
Amount of line XX Related to LBP Activities	.00	.00	.00	.00
Amount of line XX Related to Section 504 compliance	36,310.56	36,310.56	36,310.56	36,310.56
Amount of line XX Related to Security - Soft Costs	111,606.29	111,606.29	111,606.29	111,606.29
Amount of Line XX Related to Security - Hard Costs	.00	.00	.00	.00
Amount of Line XX Related to Energy Conservation	489,051.15	489,051.15	489,051.15	489,051.15
Collateralization Expenses or Debt Service	.00	.00	.00	.00

**Revision Explanation:**

**This is the final revision for this grant. All funds will be drawn down on 4/1/2005 which will close out this grant.  
The final Budget amounts have changed and need to be corrected / reflected in LOCCS.**

**Funds need to be moved to Development account #1475 for exercise equipment at the elderly community center at JFE.  
1406 decreased to zero in Operations due to vouchers already posted to 1408 & 1460 which used up these funds  
1408 increased in Management Improvements to include line items specific to this account  
1410 decreased in Administration due to funds not needed specific to this account  
1430 decreased in Fees and Costs due to funds not needed specific to this account  
1460 increased in Dwelling Structures to include line items specific to this account  
1470 decreased in Non-Dwelling Structures to move line item (exercise equipment) to 1475  
1475 increased in Non-Dwelling Equipment to include line (exercise equipment) to this account**

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750101</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2001</b>  Period ending 3/31/05			
Development # / Name HA Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost Original      Revised		Total Actual Cost Obligated      Expended		Status of Work	
<b>Operations</b>	Transferred to Operating budget	1406	PHA wide	65,000.00	.00	.00	.00	re-programmed	
	<b>Subtotal</b>			\$ 65,000.00	.00	.00	.00		
<b>Management</b>	Community Policing Program provided by Dekalb County Police (soft cost)	1408	TGM JFE	\$111,606.29	\$111,606.29	111,606.29	111,606.29	Completed	
<b>Impr ovement</b>	Resident Training / Technical & Consultant Contract Services	1408	PHA wide	2,446.41	13,375.00	13,375.00	13,375.00	Completed	
	Computer System Upgrades	1408	PHA wide	1,700.00	3,563.85	3,563.85	3,563.85	Completed	
	<b>Subtotal</b>			115,752.70	128,545.14	128,545.14	128,545.14		
<b>Administration</b>	Percentage of salaries of Mod Director, Construction Inspectors, Contracts Admin Asst, Special Programs Supervisor, support staff and related fringe benefits	1410	7 people	134,158.67	132,066.00	132,066.00	132,066.00	Completed	
	Travel, advertising, printing, CFP resident activities, administrative services	1410	PHA wide	885.33	.00	.00	.00	re-programmed	
	<b>Subtotal</b>			\$ 135,044.00	132,066.00	132,066.00	132,066.00		
<b>Fees &amp; Costs</b>	A & E Contract Assistance and Inspection	1430	TGM JFE	1,920.00	1,920.00	1,920.00	1,920.00	Completed	
	Sundry Expenses	1430		1,200.00	.00	.00	.00	re-programmed	
	<b>Subtotal</b>			\$3,120.00	\$1,920.00	\$1,920.00	\$1,920.00		

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750101</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2001</b>  Period ending 3/31/05		
Development # / Name HA Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
<b>GA 237-1</b>	<b>TOBIE GRANT MANOR</b>							
<b>Site</b>	Install Perimeter Fencing	1450	all site	<b>54,176.00</b>	<b>54,176.00</b>	<b>54,176.00</b>	<b>54,176.00</b>	Completed
<b>Improvements</b>	Replace Water Meters & Cap off Gas lines	1450	all site	<b>18,481.75</b>	<b>18,481.75</b>	<b>18,481.75</b>	<b>18,481.75</b>	Completed
	Sidewalk Replacement -100% handicap	1450	all site	<b>950.00</b>	<b>950.00</b>	<b>950.00</b>	<b>950.00</b>	Completed
	Install Driveways / Parking Pads	1450	all site	<b>96,110.00</b>	<b>96,110.00</b>	<b>96,110.00</b>	<b>96,110.00</b>	Completed
	Playground Improvements	1450	all site	<b>8,534.00</b>	<b>8,534.00</b>	<b>8,534.00</b>	<b>8,534.00</b>	Completed
	Grading, retaining walls, dirt - erosion control	1450	all site	<b>23,085.00</b>	<b>23,085.00</b>	<b>23,085.00</b>	<b>23,085.00</b>	Completed
	New Trees and/or Tree Pruning	1450	all site	<b>36,427.96</b>	<b>36,427.96</b>	<b>36,427.96</b>	<b>36,427.96</b>	Completed
	Landscape & Upgrade Site	1450	all site	<b>14,541.90</b>	<b>14,541.90</b>	<b>14,541.90</b>	<b>14,541.90</b>	Completed
	Upgrade Community Garden, Install fence	1450	all site	<b>14,306.00</b>	<b>14,306.00</b>	<b>14,306.00</b>	<b>14,306.00</b>	Completed
	Repair/replace Clothes lines	1450	all site	<b>1,476.60</b>	<b>1,476.60</b>	<b>1,476.60</b>	<b>1,476.60</b>	Completed
	<i>subtotal</i>			<b>268,089.21</b>	<b>268,089.21</b>	<b>268,089.21</b>	<b>268,089.21</b>	
<b>Dwelling Structures</b>	Roof & Soffit repair / replacement	1460	15 bldgs	<b>140,711.60</b>	<b>140,711.60</b>	<b>140,711.60</b>	<b>140,711.60</b>	Completed
	Exterior siding repair/ replacement	1460	15 bldgs	<b>5,300.00</b>	<b>5,300.00</b>	<b>5,300.00</b>	<b>5,300.00</b>	Completed
	Foundation repair	1460	10 bldgs	<b>19,500.00</b>	<b>19,500.00</b>	<b>19,500.00</b>	<b>19,500.00</b>	Completed
	Weather-stripping Doors (conservation)	1460	25 units	<b>7,100.00</b>	<b>7,100.00</b>	<b>7,100.00</b>	<b>7,100.00</b>	Completed
	Install Vanities in Bathrooms	1460	50 units	<b>.00</b>	<b>28,147.51</b>	<b>28,147.51</b>	<b>28,147.51</b>	Completed
	Install additional Insulation in Attics	1460	12 bldgs	<b>.00</b>	<b>26,415.30</b>	<b>26,415.30</b>	<b>26,415.30</b>	Completed
	Interior & Exterior Painting of Apt units	1460	4 bldgs	<b>.00</b>	<b>10,437.21</b>	<b>10,437.21</b>	<b>10,437.21</b>	Completed
	<i>subtotal</i>			<b>172,611.60</b>	<b>237,611.62</b>	<b>237,611.62</b>	<b>237,611.62</b>	
<b>Non-Dwelling Structures</b>	Install new HVAC Systems –total electric at Community Center / Office (conservation)	1470	1 bldg	<b>31,150.00</b>	<b>31,150.00</b>	<b>31,150.00</b>	<b>31,150.00</b>	Completed
	<i>subtotal</i>			<b>31,150.00</b>	<b>31,150.00</b>	<b>31,150.00</b>	<b>31,150.00</b>	

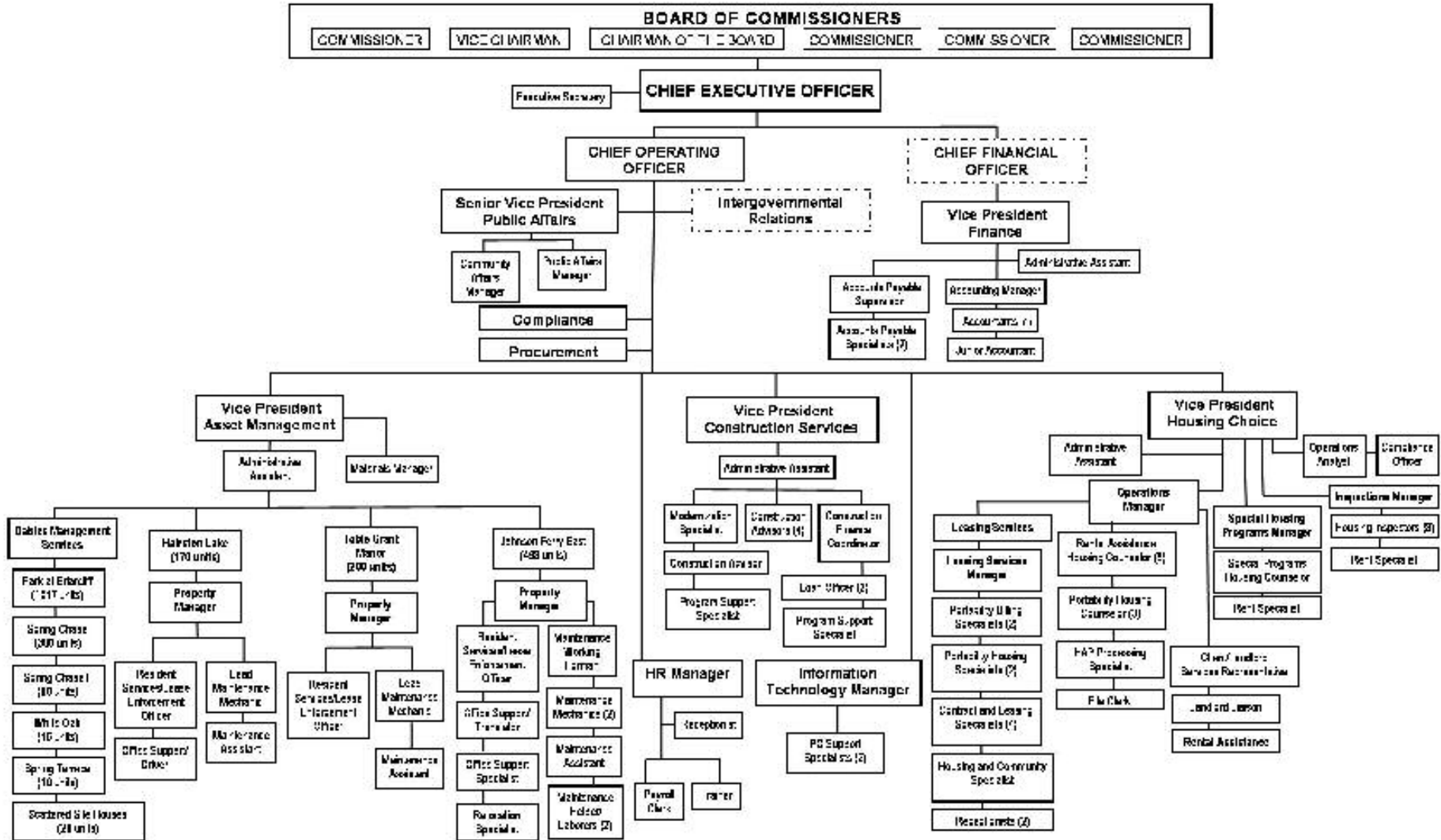
**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>		Grant Type and Number Capital Fund Program Grant No: <b>GA06P23750101</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2001</b>  Period ending 3/31/05		
Development # / Name HA Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost Original      Revised		Total Actual Cost Obligated      Expended		Status of Work
<b>GA 237-4</b>	<b>JOHNSON FERRY EAST</b>							
<b>Site</b>	Tree Planting & Preservation	1450	all site	5,600.00	5,600.00	5,600.00	5,600.00	Completed
<b>Improvements</b>	Landscaping, Grading & Retaining walls	1450	all site	12,323.00	12,323.00	12,323.00	12,323.00	Completed
	Replace Water meters & Cap off Gas lines	1450	all site	17,520.00	17,520.00	17,520.00	17,520.00	Completed
	Install Driveways/Parking Pads - handicap	1450	all site	7,360.56	7,360.56	7,360.56	7,360.56	Completed
	Sidewalk Repair/replacement	1450	all site	30,075.40	30,075.40	30,075.40	30,075.40	Completed
	<i>subtotal</i>			72,878.96	72,878.96	72,878.96	72,878.96	
<b>Dwelling Structures</b>	Hot Water Heaters (conservation)	1460	60 units	6,300.00	6,300.00	6,300.00	6,300.00	Completed
	Roof Replacement	1460	11 bldgs	77,128.55	77,128.55	77,128.55	77,128.55	Completed
	Interior Painting	1460	10 units	24,603.23	24,603.23	24,603.23	24,603.23	Completed
	Bldg repair / replace Exterior Siding (conservation)	1460	8 bldgs	218,793.00	210,178.54	210,178.54	210,178.54	Completed
	<i>subtotal</i>			326,824.78	318,210.32	318,210.32	318,210.32	
<b>Dwelling Equip</b>	Range Replacement	1465	60 units	7,969.00	7,969.00	7,969.00	7,969.00	Completed
<b>Non-Dwelling Structures</b>	Office Improvements- carpet, flooring, drywall, painting, mechanical upgrades	1470	1 bldg	110,400.00	110,400.00	110,400.00	110,400.00	Completed
	Community center – ceiling tiles, painting	1470	1 bldg	27,120.00	27,120.00	27,120.00	27,120.00	Completed
	Business center – drywall repairs	1470	1 bldg	2,250.00	2,250.00	2,250.00	2,250.00	Completed
	Community center – fitness equipment	1470	1 bldg	12,236.75	.00	.00	.00	wrong acct #
	<i>subtotal</i>			152,006.75	139,770.00	139,770.00	139,770.00	
<b>Non-Dwelling Equipment</b>	Community center – fitness equipment	1475	1 bldg	.00	12,236.75	12,236.75	12,236.75	Completed
	<i>subtotal</i>			.00	12,236.75	12,236.75	12,236.75	
	<b>TGM &amp; JFE Physical Needs Subtotal</b>			1,031,530.30	1,087,915.86	1,087,915.86	1,087,915.86	
	<b>GRAND TOTAL</b>			\$1,350,447.00	\$1,350,447.00	\$1,350,447.00	\$1,350,447.00	

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

PHA Name: <b>Housing Authority of the County of Dekalb, GA</b>			Grant Type and Number Capital Fund Program No: <b>GA06P2350101</b> Replacement Housing Factor No:				Federal FY of Grant: <b>2001</b>  <b>Period ending 3/31/05</b>	
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		
<b>Start date 8/15/2001</b>								
GA237-1								
Tobie Grant Manor	6/30/03	12/31/02	<b>12/31/02</b>	6/30/05	4/01/2005	<b>4/01/2005</b>		
GA237-4								
Johnson Ferry East	6/30/03	12/31/02	<b>12/31/02</b>	6/30/05	4/01/2005	<b>4/01/2005</b>		
Management Improvements	6/30/03	12/31/02	<b>12/31/02</b>	6/30/05	4/01/2005	<b>4/01/2005</b>		
Community Policing Program	6/30/03	12/31/02	<b>12/31/02</b>	6/30/05	4/01/2005	<b>4/01/2005</b>		
Preventive Maintenance Program	6/30/03	12/31/02	<b>12/31/02</b>	6/30/05	4/01/2005	<b>4/01/2005</b>		
Operational Improvement Training	6/30/03	12/31/02	<b>12/31/02</b>	6/30/05	4/01/2005	<b>4/01/2005</b>		
Professional Training in Maintenance Skills and Services	6/30/03	12/31/02	<b>12/31/02</b>	6/30/05	4/01/2005	<b>4/01/2005</b>		
Resident Responsibility Training	6/30/03	12/31/02	<b>12/31/02</b>	6/30/05	4/01/2005	<b>4/01/2005</b>		

## HOUSING AUTHORITY OF THE COUNTY OF DEKALB, GEORGIA ORGANIZATIONAL CHART



**HOUSING AUTHORITY OF THE COUNTY OF DEKALB, GEORGIA**

**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>

*The Dekalb Housing Authority has high expectations aim to significantly reduce any persistent levels of racial segregation and poverty concentration to make the communities not segregated by factors of income and race. The Housing Authority will focus on specific income mixing and fair housing obligations. We are committed to meeting the critical housing needs of the residents of the County of Dekalb and their families to expand opportunities through housing assistance. To encourage income mixing the housing authority has created flat rents. The Housing Authority will work hard to bring higher income residents into any relatively lower income communities/buildings and lower income tenants into relatively higher income sites/communities. The Dekalb Housing Authority will study classified buildings and prospective residents according to their income levels and then make lease-up decisions that would gradually improve the income mixing under public housing agency management.*

VOLUNTARY CONVERSION INITIAL ASSESMENT



FY2002 all PHAs must address the following questions about their Required Initial Assessments to be included as a required attachment to the template (template questions will also be available on the PHA Plan website). In addition, PHAs must modify the “Annual Plan Table of Contents” and “Submission Checklist for the Small PHA Plan Update” to include this required attachment.

Component 10 (B) **Voluntary Conversion Initial Assessments**

- a. How many of the PHA’s developments are subject to the Required Initial Assessments?  
**2**

<b>Development Name</b>	<b>Number of Units</b>
<b>1. Tobie Grant Manor</b>	<b>200</b>
<b>2. Johnson Ferry East</b>	<b>498</b>
<b>Total</b>	<b>698</b>

- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **0**
- c. How many Assessments were conducted for the PHA’s covered developments? **2**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **0**

<b>Development Name</b>	<b>Number of Units</b>
N/A	

- d. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **N/A**