

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

PHA Plans

5 Year Plan for Fiscal Years 2005 – 2009

Annual Plan for Fiscal Year 2005

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

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

**PHA Plan
Agency Identification**

PHA Name: VALDOSTA HOUSING AUTHORITY

PHA Number: GA100

PHA Fiscal Year Beginning: 07/05

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:
The mission of the Housing Authority of the City of Valdosta is to assist low-income families with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical, and professional manner. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.

B. Goals

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

GOALS AND OBJECTIVES

MANAGEMENT ISSUES

Goals

1. Manage the Valdosta Housing Authority's existing public housing program in an efficient and effective manner thereby qualifying as at least a standard performer.

Objectives

1. The Valdosta Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.
2. Improve public housing management PHAS scores
3. Renovate or modernize public housing units
4. Increase customer satisfaction:

MARKETABILITY ISSUES

Goals

1. Enhance the marketability of the Valdosta Housing Authority's public housing units.

Objectives

1. The Valdosta Housing Authority shall achieve a level of customer satisfaction that gives the agency the highest score possible in this element of the Public Housing Assessment System.
2. The Valdosta Housing Authority shall maintain proper curb appeal for its public housing developments by improving its landscaping, keeping its grass cut, and making the properties litter-free
3. The Valdosta Housing Authority shall become a more customer-oriented organization.

SECURITY ISSUES

Goals

1. Improve resident and community perception of safety and security in the Valdosta Housing Authority's public housing developments.

Objectives

1. The Valdosta Housing Authority shall refine the memorandum of understanding between the jurisdiction's police force and this agency. The purpose of this is to better define the "edge problem" of crime that occurs near our developments and develop strategies for identifying and reducing this problem.

MAINTENANCE ISSUES

Goals

1. Maintain the Valdosta Housing Authority's real estate in a decent condition.
2. Deliver timely and high quality maintenance service to the residents of the Valdosta Housing Authority.

Objectives

1. The Valdosta Housing Authority shall create an appealing, up-to-date environment in its developments by December 31, 2006.
2. The Valdosta Housing Authority shall maintain an average response time of 3 days in responding to routine work orders.

EQUAL OPPORTUNITY ISSUES

Goals

1. Operate the Valdosta Housing Authority in full compliance with all Equal Opportunity laws and regulations.

Objectives

1. The Valdosta Housing Authority shall mix its public housing development populations as much as possible ethnically, racially, and income wise as much as possible.

FISCAL RESPONSIBILITY ISSUES

Goals

1. Ensure full compliance with all applicable standards and regulations including government generally accepted accounting practices.

PUBLIC IMAGE ISSUES

Goals

1. Enhance the image of public housing in our community.

Objectives

1. The Valdosta Housing Authority shall ensure that there are at least 3 positive stories a year in the local media about the Housing Authority or one of its residents.
2. The Valdosta Housing Authority shall implement an outreach program to inform the community of what good managers of the public's dollars the Housing Authority is by December 31, 2003.

SUPPORTIVE SERVICE ISSUES

Goals

1. Improve access of public housing residents to services that support economic opportunity and quality of life.
2. Improve economic opportunity (self-sufficiency) for the families and individuals who reside in our housing.

Objectives

1. The Valdosta Housing Authority will endeavor to create local partnerships for our residents. Although the Drug Elimination program has been eliminated the Housing Authority will continue to operate to Community centers and programs to for residents services through normal operations funds..

**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)]

EXECUTIVE SUMMARY

The Valdosta Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

We have adopted the following mission statement to guide the activities of the Valdosta Housing Authority.

The mission of the Valdosta Housing Authority is to assist low-income families with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical, and professional manner. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.

We have also adopted, for the next five years, the goals and objectives found in Item B above.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:

- Maintaining standard-performer status in PHAS.
- Improving curb appeal and customer satisfaction.
- Maintaining low crime rates in and around our developments.

- Remodeling units in an effort to improve marketability.
- Improve routine maintenance work order turnaround time.
- Enhance the image of the Valdosta Housing Authority through the media and community outreach.

In summary, we are on course to improve the condition of affordable housing in Valdosta.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration (Attachment E, page 50)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Additional Attachments:

- PHA Management Organizational Chart (Attachment A, page 46)
- FY 2005 Capital Fund Program 5 Year Action Plan (Attachment 501-4)
- Public Housing Drug Elimination Program (PHDEP)
- Comments of Resident Advisory Board or Boards
- Other (List below, providing each attachment name)
 - Criteria for Significant Amendment and Substantial Deviation/Modification (Attachment B, page 48)
 - Impact of Community Service (Attachment D, page 49)
 - Grievance Policy (Attachment F, page 52)
 - Statement of Progress of 5-Year Plan (ga100a04)
 - Resident Membership of the PHA Governing Board (Attachment G, page 57)
 - Voluntary Conversion Required Initial Assessment (Attachment H, page 58)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	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
	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
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
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.79 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1804	3	3	3	3	3	3
Income >30% but <=50% of AMI	1178	3	3	3	3	3	3
Income >50% but <80% of AMI	875	3	3	3	3	3	3
Elderly	446	3	3	3	3	3	3
Families with Disabilities	Unkno-wn	3	3	3	3	3	3
White	3740.5	3	3	3	3	3	3

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Black	53.1	3	3	3	3	3	3
Hispanic	63.4	3	3	3	3	3	3
Race/Ethnicity							

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

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	188		30 to 35%
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)			

Housing Needs of Families on the Waiting List			
Low income (>50% but <80% AMI)			
Families with children			
Elderly families			
Families with Disabilities			
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	67		
2 BR	71		
3 BR	39		
4 BR	10		
5 BR	1		
5+ BR			
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line

- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working

- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	\$1,061,356.00	
b) Public Housing 2005 Capital Fund	\$889,590.00 Estimated	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$571,720.00	Cover operating expenses
4. Other income (list below)		
Excess Utilities	\$3,450.00	Cover operating expenses
Other income	\$21,210.00	Cover operating expenses
Interest Income	\$11,410.00	Cover operating expenses
4. Non-federal sources (list below)		
Total resources	\$2,558,736.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: Upon receipt of application

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

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

- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

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

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

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

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

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

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

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

3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists? 7

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

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

Other (list below)

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

- 1 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)

- 2 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
- 2 Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA-resident lease
- The PHA’s Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

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

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

(6) Deconcentration and Income Mixing

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

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

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
Ora Lee West (100-1)	50	Currently experiencing high vacancies and housing all eligible applicants.	
Hudson Dockett (100-2)	100	Currently experiencing high vacancies and housing all eligible applicants.	
Ora Lee West (100-3)	80	Currently experiencing high vacancies and housing all eligible applicants.	

Hudson Dockett (100-4)	170	Currently experiencing high vacancies and housing all eligible applicants.	
Lloyd Greer (100-5)	26	Currently experiencing high vacancies and housing all eligible applicants.	
Cranford Homes (100-6)	70	Currently experiencing high vacancies and housing all eligible applicants.	
Dowling-Mederer (100-7)	50	Currently experiencing high vacancies and housing all eligible applicants.	

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:
100-1, 100-2, 100-3, 100-4, 100-5, 100-6 and 100-7
- 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:
100-1, 100-2, 100-3, 100-4, 100-5, 100-6 and 100-7

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

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

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

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

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

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

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

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

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

(2) Waiting List Organization

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

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

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

- PHA main administrative office

Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Victims of domestic violence

Substandard housing

Homelessness

High rent burden

Other preferences (select all that apply)

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

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

- Date and time of application
- Drawing (lottery) or other random choice technique

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

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

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

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

(5) Special Purpose Section 8 Assistance Programs

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

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)
Reporting on family composition if required whenever there is a change

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 :
Market comparability study

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization **(Attachment A)**
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	546	30% to 35%
Section 8 Vouchers	NA	NA
Section 8 Certificates	NA	NA
Section 8 Mod Rehab	NA	NA
Special Purpose Section 8 Certificates/Vouchers (list individually)	NA	NA
Public Housing Drug Elimination Program (PHDEP)	0	0%
Other Federal Programs(list individually)		
Capitol Fund	546	30% to 35%

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)
 - Maintenance Policy
 - Pest Control Policy
 - Procurement Policy
 - Blood-Borne Diseases Policy
- (2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

GRIEVANCES: All individual grievances or appeals, with the exception of those cases concerning eviction or termination of tenancy which are based upon a Resident's creation or maintenance of a threat to health or safety of other Residents or Landlord employees, shall be processed under the Grievance Policy. This policy is posted in the Landlord's Office where copies are available upon request.

Before the Landlord shall schedule a Grievance Hearing for any grievance concerning the amount of rent the Landlord claims is due, the Resident must first bring his or her rent account current by paying to the Landlord an amount equal to the amount of rent due and payable as of the first of the month preceding the month in which the act or failure to act took place. After the hearing is scheduled, the Resident shall continue to deposit this same monthly rent amount into the Landlord's escrow account until the complaint is resolved by the decision of the hearing officer or panel.

When the Housing Authority is required to afford the Resident the opportunity for a hearing in accordance with the authority's grievance procedure for a grievance concerning the Lease termination, the tenancy shall not terminate (even if any notice to vacate under State or local law has expired) until the time for the Resident to request a grievance hearing has expired, and (if a hearing was timely requested by the Resident) the grievance process has been completed.

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

-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 J

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

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

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

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

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

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Dowling – Mederer Homes 1b. Development (project) number: 100-7
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (6/30/04/)

5. Number of units affected: 2
6. Coverage of action: (select one)
- Part of the development
- Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

- 25 or fewer participants
- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA established eligibility criteria

- Yes No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

Note: Impact of Community Service can be found in Attachment C

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)
People applying for housing are unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime (we don't have a waiting list);

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)

Hudson Dockett 100-2 & 4
Ora Lee West 100-3

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

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

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

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

Hudson Dockett 100-2 & 4

Ora Lee West 100-1 & 3

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)

Hudson Dockett 100-2 & 4

Ora Lee West 100-1 & 3

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2002 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)]

EXCLUSIONS

This policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities with no restrictions other than those imposed on all tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors.

PETS owned by Elderly or Handicapped residents

Those residents who qualify under Section 227 of the Housing and Urban Renewal Recovery Act of 1983, specifically elderly and handicapped residents, may own and keep common household pets in Valdosta Housing Authority housing. Provided that the resident maintains the pet in accordance with this pet policy. Common household pet means a domesticated dog, cat or bird. The weight of the dog, cat or bird may not exceed twenty-five (25) pounds. Elderly or handicapped means an elderly or handicapped person or family as defined in 24 CFR 912.2. 24 CFR 912.2 defines Elderly Family as a family whose head or spouse or whose sole member is at least sixty-two years of age, or a Disabled Person as defined below or a Handicapped Person as defined below and may include two or more Elderly, Disabled or Handicapped Persons living together, or one or more such persons living with another person who is determined to be essential to his or her care and well being. 24 CFR 912.2 defines a Disabled Person as a person who is under a disability as defined in section 223 of the Social Security Act (42 U.S.C. 423) or in section 102 (b) (5) of the Developmental Disabilities Services and Facilities Construction Amendments of 1970 (42 U.S.C. 6001 (7)). 24 CFR 912.2 defines a Handicapped Person as a person having a physical or mental impairment which (1) is expected to be of long, continued and indefinite duration, and (2) is of such a nature that such ability could be improved by more suitable housing conditions.

Approval

Prior to bringing any pet onto the premises governed by Section 227 of the Housing and Urban Renewal Recovery Act of 1983, the resident must register the pet with the Valdosta Housing Authority and pay the applicable pet deposit. The resident must update the registration at least annually to coincide with the annual reexamination of the tenant income. The application for registration of the pet must include:

1. A certificate signed by a licensed veterinarian or a State or local authority empowered to inoculate animals (or a designated agent of such an authority) stating that the pet has received all inoculations required by applicable State and local law and that pet has been spayed or neutered;
2. A completed pet information form that is sufficient to identify the pet and to demonstrate that it is a common household pet as defined in this policy;
3. The name, address, and phone number or two responsible parties who agree to care for the pet if the resident dies, is incapacitated, or is otherwise unable to care for the pet;
4. Payment of the applicable pet deposit as defined below; and
5. A signed statement indicating that the resident has read the pet rules and agrees to comply with them.

Types and Number of Pets

The Valdosta Housing Authority will allow only domesticated dogs, cats, birds in units. All dogs and cats must be neutered.

Only one (1) pet per unit allowed.

Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed.

No animal may exceed twenty-five (25) pounds in weight.

Inoculations

In order to be registered, pets must be appropriately inoculated against rabies and other conditions prescribed by local ordinances.

Pet Deposit

A pet deposit of \$75 is required at the time of registering a pet. The deposit is refundable when the pet or the family vacate the unit, less any amounts owed due to damage beyond normal wear and tear.

Financial Obligation of Residents

Any resident who owns or keeps a pet in their dwelling unit will be required to pay for any damages caused by the pet. Also, any pet-related insect infestation in the pet owner's unit will be the financial responsibility of the pet owner and the Valdosta Housing Authority reserves the right to exterminate and charge the resident.

Nuisance or Threat to Health or Safety

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas. The resident must provide a litter box for cat waste, which must be kept in the dwelling unit. Residents shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Litter boxes must be changed at least twice a week.

Repeated substantiated complaints by neighbors or Valdosta Housing Authority personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, barking, howling, chirping, biting, scratching, or other nuisance will result in the owner having to remove the pet or move him/herself.

Designation of Pet areas

Pets must be kept in the owner's apartment or on a leash at all times when outside (no outdoor cages may be constructed). Birds must be confined to a cage at all times. Pets will be allowed only in designated areas on the grounds of the projects. Pet owners must clean up after their pets and are responsible for disposing of pet waste.

Visiting Pets

Pets that meet the size and type criteria outlined above may visit the projects/buildings where pets are allowed for up to two weeks without Valdosta Housing Authority approval. Tenants who have visiting pets must abide by the conditions of this policy regarding health, sanitation, nuisances, and peaceful enjoyment of others. If visiting pets violate this policy or cause the tenant to violate the lease, the tenant will be required to remove the visiting pet.

REMOVAL OF PETS

The Valdosta Housing Authority, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located. If pets are left unattended for a period of twenty-four (24) hours or more, the Valdosta Housing Authority may enter the dwelling unit, remove the pet and transfer it to the proper authorities. The Valdosta Housing Authority accepts n responsibility for the animal under such circumstances.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency

will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

- Attached at Attachment (File name)
- Provided below:

The Advisory board's comments were supportive of the annual plan.

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: Georgia Department of Community Affairs

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

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

Other: (list below)

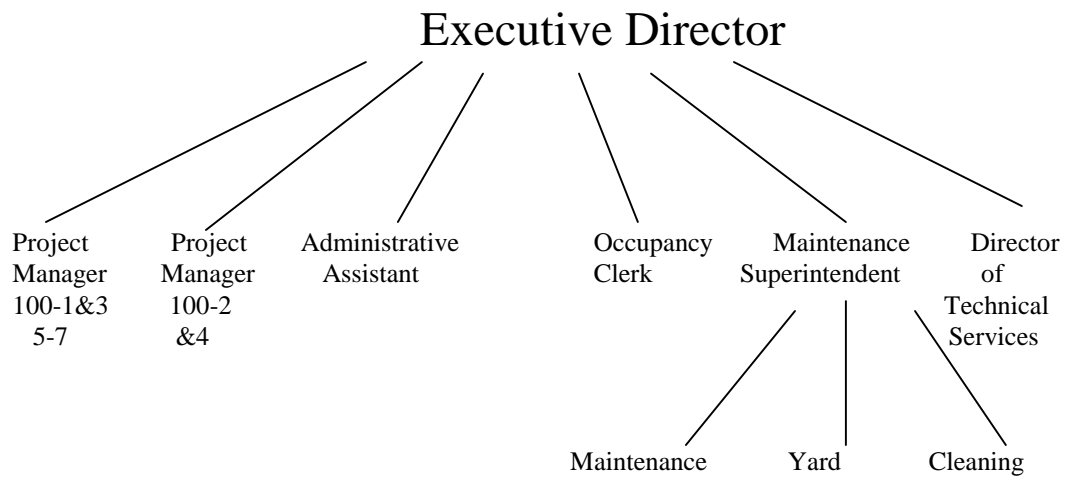
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

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

Attachments

Attachment A



Attachment B

Criteria for Significant Amendment and Substantial Deviation/Modification

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

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements.

Attachment C

Impact of Community Service Program

The Valdosta Housing Authority will identify all residents who qualify under the Community Service Program requirements. These individuals will be required to complete 8 hours of community service requirements as set forth in the requirements of the Community Service program adopted by the Valdosta Housing Authority. Residents will be required to report to the Housing Authority that they have completed their 8 monthly hours, as so noted in the Community Service Program.

ATTACHMENT D

ADMISSIONS POLICY FOR DECONCENTRATION

10.4 DECONCENTRATION POLICY

It is Valdosta Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Valdosta Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement. The worksheet for the analysis can be found in **Appendix 1**.

10.5 Deconcentration Incentives

The Valdosta Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

ATTACHMENT E

Statement of Progress of 5-Year Plan

The Valdosta Housing Authority is continually striving to improve its service to the residents of the Housing Authority and the community. Through the management of the housing authority, several goals have been met under the current five-year plan.

The Housing Authority is also currently renovating units within its inventory, as well as air-conditioned 95% of its units. Customer service training is also being provided for Valdosta Housing Authority staff, in order to better serve our clients.

Maintenance operations have continued to answer routine work orders within three days, thus providing rapid customer service to the residents.

Under the Equal Opportunity Clause, the housing authority continues to promote income and racial mixing in all of its developments.

The housing authority currently has sufficient operating reserves and has converted to GAAP accounting.

The image of the Valdosta Housing Authority is promoted each year by positive articles in the newspaper, which highlight activities in the developments. These stories highlight residents as well as activities provided for the residents.

The housing authority has a new supportive program coming on line for the residents, which involves a partnership with the local University in computer skills training. We also provide a kid's café for the children each evening during the week, in which they will be provided a hot meal at the community centers.

ATTACHMENT F

PUBLIC HOUSING GRIEVANCE PROCEDURE

1.0 RIGHT TO A HEARING

Upon the filing of a written request as provided in these procedures, a resident shall be entitled to a hearing before a Hearing Officer.

2.0 DEFINITIONS

For the purpose of this Grievance Procedure, the following definitions are applicable:

- A. **"Grievance"** shall mean any dispute which a resident may have with respect to the Valdosta Housing Authority's action or failure to act in accordance with the individual resident's lease or Authority regulations which adversely affect the individual resident's rights, duties, welfare or status. Grievance does not include any dispute a resident may have with the Authority concerning a termination of tenancy or eviction that involves any activity that threatens the health, safety, or right to peaceful enjoyment of the Authority's public housing premises by other residents or employees of the Authority; or any violent or drug-related criminal activity on or off such premises; or any activity resulting in a felony conviction. Nor shall this process apply to disputes between residents not involving the Valdosta Housing Authority or to class grievances.
- B. **"Complainant"** shall mean any resident whose grievance is presented to the Valdosta Housing Authority or at the development management office in accordance with sections 3.0 and 4.0 of this procedure.
- C. **"Elements of Due Process"** shall mean an eviction action or a termination of tenancy in a State or local court in which the following procedural safeguards are required:
 - 1. Adequate notice to the resident of the grounds for terminating the tenancy and for eviction;

2. Right of the resident to be represented by counsel;
 3. Opportunity for the resident to refute the evidence presented by the Authority including the right to confront and cross examine witnesses and to present any affirmative legal or equitable defense which the resident may have; and
 4. A decision on the merits.
- D. **"Hearing Officer"** shall mean a person selected in accordance with section 4.0 of these procedures to hear grievances and render a decision with respect thereto.
- E. **"Resident"** shall mean the adult person (or persons) other than a live-in aide:
1. Who resides in the unit and who executed the lease with the Valdosta Housing Authority as lessee of the premises, or, if no such person now resides in the premises,
 2. Who resides in the unit and who is the remaining head of household of the resident family residing in the unit.
- F. **"Resident Organization"** includes a resident management corporation.
- G. **"Promptly"** (as used in section 3.0, and 4.0 (D)), shall mean within the time period indicated in a notice from Valdosta Housing Authority of a proposed action which would provide the basis for a grievance if the resident has received a notice of a proposed action from the agency.

3.0 PROCEDURES PRIOR TO A HEARING

Any grievance shall be promptly and personally presented, either orally or in writing, to the Valdosta Housing Authority office or to the office of the development in which the resident resides so that the grievance may be discussed informally and settled without a hearing. A summary of such discussion shall be prepared within fourteen (14) calendar days and one copy shall be given to the resident and one retained in the Authority's resident file. The summary shall specify the names of the participants, dates of the meeting, the nature of the proposed disposition of the complaint and the specific reasons therefor, and shall specify the procedures by which a hearing under these procedures may be obtained if the resident is not satisfied.

4.0 PROCEDURES TO OBTAIN A HEARING

4.1 Request for hearing

The resident shall submit a written request for a hearing to the Authority or the development office within fourteen (14) calendar days from the date of the mailing of the summary of the discussion pursuant to section 3.0. The written request shall specify:

- A. The reasons for the grievance; and

B. The action or relief sought.

4.2 Selection of a Hearing Officer

A grievance hearing shall be conducted by an impartial person appointed by the Valdosta Housing Authority other than a person who made or approved the action under review or a subordinate of such person.

The Valdosta Housing Authority shall annually submit a list of prospective hearing officers. This list shall be provided to any existing resident organization(s) for such organization's comments or recommendations. The Valdosta Housing Authority shall consider any comments or recommendations by a resident organization.

From this list, a hearing officer shall be selected.

4.3 Failure to request a hearing

If the resident does not request a hearing in accordance with this section, then the Valdosta Housing Authority's disposition of the grievance under section 3.0 shall become final. However, failure to request a hearing does not constitute a waiver by the resident of the right thereafter to contest the Valdosta Housing Authority's action in disposing of the complaint in an appropriate judicial proceeding.

4.4 Hearing prerequisite

All grievances shall be promptly presented in person, either orally or in writing, pursuant to the informal procedure prescribed in section 3.0 as a condition precedent to a hearing under this Section. However, if the resident can show good cause why there was failure to proceed in accordance with section 3.0 to the Hearing Officer, the provisions of this subsection may be waived by the Hearing Officer.

4.5 Escrow deposit

Before a hearing is scheduled in any grievance involving the amount of rent as defined in the lease which the Valdosta Housing Authority claims is due, the resident shall pay to the Valdosta Housing Authority an amount equal to the amount of the rent due and payable as of the first of the month preceding the month in which the act or failure to act took place. The resident shall thereafter deposit monthly the same amount of the monthly rent in an escrow account held by the Valdosta Housing Authority until the complaint is resolved by decision of the Hearing Officer. Amounts deposited into the escrow account shall not be considered as acceptance of money for rent during the period in which the grievance is pending. In extenuating circumstances, the Valdosta Housing Authority may waive these requirements. Unless so waived, the failure to make such payments shall result in a termination of the grievance procedure. However, failure to make payment shall not constitute a waiver of any right the resident may have to contest the Valdosta Housing Authority's disposition of his grievance in any appropriate judicial proceeding.

4.6 Scheduling of hearings

Upon the resident's compliance with this section the Hearing Officer shall promptly schedule a hearing for a time and place reasonably convenient to both the resident and the Valdosta Housing Authority. A written notification specifying the time, place and the procedures governing the hearing shall be delivered to the resident and the appropriate agency official.

5.0 PROCEDURES GOVERNING THE HEARING

The resident shall be afforded a fair hearing, which shall include:

- A. The opportunity to examine before the grievance hearing any Authority documents, including records and regulations that are directly relevant to the hearing. The resident shall be provided a copy of any such document at the resident's expense. If the Valdosta Housing Authority does not make the document available for examination upon request by the resident, the Valdosta Housing Authority may not rely on such document at the grievance hearing.
- B. The right to be represented by counsel or other person chosen as the resident's representative and to have such person make statements on the resident's behalf;
- C. The right to a private hearing unless the resident requests a public hearing;
- D. The right to present evidence and arguments in support of the resident's complaint, to controvert evidence relied on by the Authority or development management, and to confront and cross examine all witnesses upon whose testimony or information the Valdosta Housing Authority or development management relies; and
- E. A decision based solely and exclusively upon the facts presented at the hearing.

The Hearing Officer may render a decision without holding a hearing if the Hearing Officer determines that the issue has been previously decided at another hearing.

If either the resident or Authority fails to appear at a scheduled hearing, the Hearing Officer may postpone the hearing for up to five business days or determine that the missing party has waived their right to a hearing. Both the Valdosta Housing Authority and the resident shall be notified of the Hearing Officer's decision. This decision shall not waive a resident's right to contest the disposition of the grievance in an appropriate judicial proceeding.

The following accommodation will be made for persons with disabilities:

- A. The Valdosta Housing Authority shall provide reasonable accommodations for persons with disabilities to participate in the hearing. Reasonable accommodations may include qualified sign language interpreters, readers, accessible locations, or attendants.

- B. If the resident is visually impaired, any notice to the resident that is required by these procedures must be in an accessible format.

6.0 Informal Hearing Procedures for Denial of Assistance on the Basis of Ineligible Immigration Status

The participant family may request that the Valdosta Housing Authority provide for an informal hearing after the family has notification of the INS decision on appeal, or in lieu of request of appeal to the INS. The participant family must make this request within 30 days of receipt of the *Notice of Denial or Termination of Assistance*, or within 30 days of receipt of the INS appeal decision.

7.0 DECISION OF THE HEARING OFFICER

The Hearing Officer shall prepare a written decision, together with the reasons therefor, within fourteen (14) calendar days after the hearing. A copy of the decision shall be sent to the resident and the Valdosta Housing Authority. The Authority shall retain a copy of the decision in the resident's folder. A copy of such decision with all names and identifying references deleted shall also be maintained on file by the Valdosta Housing Authority and made available for inspection by a prospective complainant, his or her representative, or the Hearing Officer.

The decision of the Hearing Officer shall be binding on the Valdosta Housing Authority who shall take all actions, or refrain from any actions, necessary to carry out the decision unless the Valdosta Housing Authority's Board of Commissioners determines within reasonable time, and promptly notifies the complainant of its determination, that:

- A. The grievance does not concern Valdosta Housing Authority action or failure to act in accordance with or involving the resident's lease or Authority regulations, which adversely affect the resident's rights, duties, welfare or status;
- B. The decision of the Hearing Officer is contrary to applicable Federal, State, or local law, Authority regulations, or requirements of the Annual Contributions Contract between the Authority and the U.S. Department of Housing and Urban Development.

A decision by the Hearing Officer or Board of Commissioners in favor of the Valdosta Housing Authority or which denies the relief requested by the resident in whole or in part shall not constitute a waiver of, nor affect in any manner whatsoever, any rights the resident may have to a trial do novo or judicial review in any judicial proceedings, which may thereafter be brought in the matter.

Attachment G

Resident Membership of the PHA Governing Board

The resident board member is Marcus Sermons and his term expires 9/16/05.

Attachment H

VOLUNTARY CONVERSION ASSESSMENT

FOR THE

VALDOSTA HOUSING AUTHORITY

November 2001

Submitted by:

Yeager and Boyd, LLC

5501 Highway 280

Birmingham, AL 35242

Phone 205-991-5506 Fax 205-991-5450 Toll Free 800-284-1338

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- 4. Total Monthly Unit Cost Per Development**
- 5. Conversion Analysis**
- 6. Certification**

SUMMARY

The conversion assessment for the Valdosta Housing Authority contains the supporting documentation of our initial assessment. These requirements are based on regulations found in 24 CFR, Part 972 of the Federal Register Rules and Regulations. The assessments are a direct reflection of the cost to maintain and operate each development of the Authority compared to the cost to provide tenant based assistance. In the event our financial assessment determines a particular development or developments to be appropriate for conversion financially we will take other factors in to consideration before certifying our position on the voluntary conversion. These factors are as follows:

- 1 Would conversion benefit residents of the development?
- 2 Would conversion adversely affect the availability of affordable housing in the area?
- 3 Would the conversion of the development in question provide better housing choices?
- 4 Would the conversion of the development or developments affect the availability of affordable housing in the area?

If the answer to any of the above questions is no for the developments that are cost effective for conversion, the development will be designated inappropriate for conversion.

This assessment is a combination of two interconnected phases, which are data collection and analysis. The data collection involves a combination of management interviews, and collection of the Authority's financial data schedule and all other documents necessary for the assessment. The data collected from this process is in turn analyzed and combined with essential formulas in order to determine the position of conversion for each development. Note that some developments may be excluded from this assessment if they fall under one of the four exemptions. These exemptions are: 1) subject to required conversion 2) subject to demolition 3) awarded a Hope VI grant or, 4) designated elderly or for persons with disabilities.

This conversion assessment is divided into the following sections:

- **Overhead Analysis** - Table incorporating expenses and cost of the Authority to calculate the overhead per unit.
- **Section 8 Analysis** – The Valdosta Housing Authority does not administer any Section 8 programs, nor do any surrounding Authorities administer any Section 8 programs. Therefore, a figure to operate a tenant based assistance program for the South Georgia region was obtained from Georgia's HUD Public Housing Specialist for our comparison.
- **Total Monthly Unit Cost Per Development** – Table that illustrates the cost of future renovations added to the overhead per unit.

- **Conversion Analysis** – Table that compares and demonstrates the cost differences between conventional housing per development and tenant based assistance.
- **Certification** – Document that certifies the position on the conversion per development.

The results of this report can be used to declare and certify the Authority's position on voluntary conversion. This report is an overall initial assessment and is non-binding. The calculations and formulas used in this assessment were derived by our interpretation of the final rule and published Federal Register on voluntary conversion as of August 22, 2001.

Certification of Voluntary Conversion

Yeager and Boyd, LLC certifies that we have performed the initial required assessment for the Valdosta Housing Authority. The assessment was performed by using information provided to our firm by the Valdosta Housing Authority. We certify that the results of our assessment are as follows:

Development GA 100-1 is inappropriate for voluntary conversion. Our cost analysis demonstrates the cost of operations of the development are more cost efficient than tenant based assistance.

Development GA 100-2 is inappropriate for voluntary conversion. Our cost analysis demonstrates the cost of operations of the development are more cost efficient than tenant based assistance.

Development GA 100-3 is inappropriate for voluntary conversion. Our cost analysis demonstrates the cost of operations of the development are more cost efficient than tenant based assistance.

Development GA 100-4 is inappropriate for voluntary conversion. Our cost analysis demonstrates the cost of operations of the development are more cost efficient than tenant based assistance.

Development GA 100-5 is inappropriate for voluntary conversion. Our cost analysis demonstrates the cost of operations of the development are more cost efficient than tenant based assistance.

Development GA 100-6 is inappropriate for voluntary conversion. Our cost analysis demonstrates the cost of operations of the development are more cost efficient than tenant based assistance.

Development GA 100-7 is inappropriate for voluntary conversion because voluntary conversion would not principally benefit the residents of this development and the conversion would not provide residents with better housing choices due to the limited housing market.

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

PHA Name: Valdosta Housing Authority, Valdosta, GA	Grant Type and Number Capital Fund Program Grant No: GA06P100501-05 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:))
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$88,000.00	0.00	0.00	0.00
3	1408 Management Improvements Soft Costs	3,000.00	0.00	0.00	0.00
	Management Improvements Hard Costs	3,000.00	0.00	0.00	0.00
4	1410 Administration	35,000.00	0.00	0.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	40,000.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	66,164.00	0.00	0.00	0.00
10	1460 Dwelling Structures	546,410.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	8,450.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	23,000.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	5,000.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1502 Contingency	71,566.00	0.00	0.00	0.00
	Amount of Annual Grant: (sum of lines.....)	889,590.00	0.00	0.00	0.00

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-05 Replacement Housing Factor Grant No:		Federal FY of Grant: 2005	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of line XX Related to LBP Activities	0.00	0.00	0.00	0.00
	Amount of line XX Related to Section 504 compliance	0.00	0.00	0.00	0.00
	Amount of line XX Related to Security –Soft Costs	0.00	0.00	0.00	0.00
	Amount of Line XX related to Security-- Hard Costs	0.00	0.00	0.00	0.00
	Amount of line XX Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
	Collateralization Expenses or Debt Service	0.00	0.00	0.00	0.00

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-05 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
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
PHA Wide	Operations	1406	10%					
	Operating Subsidy			<u>\$88,000.00</u>				
	Total for Account 1406			<u>\$88,000.00</u>				
PHA Wide	Management Improvements	1408	L/S					
	Administrative and Management Staff Training			3,000.00				
	Maintenance Staff Skills Training			<u>3,000.00</u>				
	Total for Account 1408			<u>6,000.00</u>				
PHA Wide	Administration	1410	L/S					
	Modernization Coordinator Salary Including Fringe			<u>35,000.00</u>				
	Total for Account 1410			<u>35,000.00</u>				
PHA Wide	Fees and Costs	1430	L/S					
	A&E Fees			40,000.00				
	LBP / Abatement Testing			<u>0.00</u>				
	Total for Account 1430			<u>40,000.00</u>				

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-05 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
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
PHA Wide	Non-Dwelling Equipment	1460	L/S					
	Re-roof 1002-100-4			<u>23,000.00</u>				
	Total for Account 1460			23,000.00				
PHA Wide	Relocation Costs	1495	L/S					
	Relocation Cost			<u>5,000.00</u>				
	Total for Account 1495			5,000.00				
PHA Wide	Contingency	1502	L/S					
	Contingency for Construction			<u>71,566.00</u>				
	Total for Account 1502			71,566.00				
GA 100-01	Site Improvements	1450	L/S					
Ora Lee West	Trim trees that overhang roofs			<u>1,000.00</u>				
	Subtotal 1450			1,000.00				
	Dwelling Structure	1460	1 bldg					
	Termite treatment and vent barriers			<u>3,000.00</u>				
	Subtotal 1460			3,000.00				
	Total: GA 100-01, Ora Lee West			4,000.00				

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-05 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
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
GA 100-02	Site Improvements		1450	L/S				
Hudson Dockett	Trim trees that overhang roofs (phase 1)				<u>1,000.00</u>			
	Subtotal 1450				1,000.00			
	Dwelling Structure		1460	1 bldg				
	Termite treatment and vent barriers				3,000.00			
	Roof replacement				<u>19,230.50</u>			
	Subtotal 1450				22,230.50			
	Total: GA 100-02, Hudson Dockett				23,230.50			
GA 100-03	Site Improvements		1450	L/S				
Ora Lee West	Trim trees that overhang roofs (phase 1)				<u>1,000.00</u>			
	Subtotal 1450				1,000.00			
	Dwelling Structure		1460	1 bldg				
	Termite treatment and vent barriers				<u>3,000.00</u>			
	Subtotal 1460				3,000.00			
	Total: GA 100-03, Ora Lee West				4,000.00			

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-05 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
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
GA 100-04	Site Improvements		1450	L/S				
Hudson Dockett	Trim trees that overhang roofs (phase 1)				1,000.00			
	Overlay alleys and parking areas / new parking				<u>10,164.00</u>			
	Subtotal 1450				11,164.00			
	Dwelling Structure		1460	1 bldg				
	Termite treatment and vent barriers				3,000.00			
	Roof replacement				19,230.50			
	Sewer line replacement				<u>30,000.00</u>			
	Subtotal 1460				52,230.50			
	Total: GA 100-04, Hudson Dockett				63,394.50			

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-05 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005			
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
GA 100-07	Site Improvements		1450	10 units					
Dowling Mederer	Install new clotheslines / landscaping/ replace driveways				30,000.00				
	Trim trees that overhang roofs				1,000.00				
	Install fencing				<u>20,000.00</u>				
	Subtotal 1450				51,000.00				
	Dwelling Structure								
	Comprehensive modernization as follows:		1460	10 units	462,949.00				
	New roofs/gutters/soffit/facia								
	New windows and security screens								
	Insulate to R-30								
	Install 150 amp service								
	Replumb units								
	Modernize kitchens								
	Modernize bathrooms								
	Retile floors								
	Paint ceilings and walls								
	Enclose closets and install doors								
	Washer and dryer hookups								

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name The Valdosta Housing Authority				X Original 5-Year P <input type="checkbox"/> Revision No:
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:
	Annual Statement			
<i>HA Wide</i>		\$889,590.00 Estimated	\$889,590.00 Estimated	\$889,590.00 Estimate
CFP Funds Listed for 5-year planning				
Replacement Housing Factor Funds				

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

PHA Name: Valdosta Housing Authority, Valdosta, GA	Grant Type and Number Capital Fund Program Grant No: GA06P100501-04 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$88,000.00	88,000.00	0.00	0.00
3	1408 Management Improvements Soft Costs	3,000.00	3,000.00	0.00	0.00
	Management Improvements Hard Costs	3,000.00	3,000.00	0.00	0.00
4	1410 Administration	35,000.00	35,000.00	0.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	40,000.00	40,000.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	66,164.00	66,164.00	0.00	0.00
10	1460 Dwelling Structures	546,410.00	546,410.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	8,450.00	8,450.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	23,000.00	23,000.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	5,000.00	5,000.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1502 Contingency	71,566.00	71,566.00	0.00	0.00
	Amount of Annual Grant: (sum of lines.....)	889,590.00	889,590.00	0.00	0.00
	Amount of line XX Related to LBP Activities	0.00	0.00	0.00	0.00
	Amount of line XX Related to Section 504 compliance	0.00	0.00	0.00	0.00
	Amount of line XX Related to Security –Soft Costs	0.00	0.00	0.00	0.00
	Amount of Line XX related to Security-- Hard Costs	0.00	0.00	0.00	0.00
	Amount of line XX Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
	Collateralization Expenses or Debt Service	0.00	0.00	0.00	0.00

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-04 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
PHA Wide	Operations	1406	10%				
	Operating Subsidy			\$88,000.00	88,000.00		
	Total for Account 1406			\$88,000.00	88,000.00		
PHA Wide	Management Improvements	1408	L/S				
	Administrative and Management Staff Training			3,000.00	3,000.00		
	Maintenance Staff Skills Training			3,000.00	3,000.00		
	Total for Account 1408			6,000.00	6,000.00		
PHA Wide	Administration	1410	L/S				
	Modernization Coordinator Salary Including Fringe			35,000.00	35,000.00		
	Total for Account 1410			35,000.00	35,000.00		
PHA Wide	Fees and Costs	1430	L/S				
	A&E Fees			40,000.00	40,000.00		
	LBP / Abatement Testing			0.00	0.00		
	Total for Account 1430			40,000.00	40,000.00		

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

PHA Name: Valdosta Housing Authority, Valdosta, GA	Grant Type and Number Capital Fund Program Grant No: GA06P100501-04 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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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
PHA Wide	Non-Dwelling Equipment	1475	L/S					
	Upgrade Computer Hardware and install security camera in 4 developments			<u>23,000.00</u>	<u>23,000.00</u>			
	Total for Account 1475			23,000.00	23,000.00			
PHA Wide	Relocation Costs	1495	L/S					
	Relocation Cost			<u>5,000.00</u>	<u>5,000.00</u>			
	Total for Account 1495			5,000.00	5,000.00			
PHA Wide	Contingency	1502	L/S					
	Contingency for Construction			<u>71,566.00</u>	<u>71,566.00</u>			
	Total for Account 1502			71,566.00	71,566.00			
GA 100-01	Site Improvements	1450	L/S					
Ora Lee West	Trim trees that overhang roofs			<u>1,000.00</u>	<u>1,000.00</u>			
	Subtotal 1450			1,000.00	1,000.00			
	Dwelling Structure	1460	1 bldg					
	Termite treatment and vent barriers			<u>3,000.00</u>	<u>3,000.00</u>			
	Subtotal 1460			3,000.00	3,000.00			
	Total: GA 100-01, Ora Lee West			4,000.00	4,000.00			

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
GA 100-02	Site Improvements	1450	L/S					
Hudson Dockett	Trim trees that overhang roofs (phase 1)			<u>1,000.00</u>	<u>1,000.00</u>			
	Subtotal 1450			1,000.00	1,000.00			
	Dwelling Structure	1460	1 bldg					
	Termite treatment and vent barriers			3,000.00	3,000.00			
	Roof replacement			<u>19,230.50</u>	<u>19,230.50</u>			
	Subtotal 1460			22,230.50	22,230.50			
	Total: GA 100-02, Hudson Dockett			23,230.50	23,230.50			
GA 100-03	Site Improvements	1450	L/S					
Ora Lee West	Trim trees that overhang roofs (phase 1)			<u>1,000.00</u>	<u>1,000.00</u>			
	Subtotal 1450			1,000.00	1,000.00			
	Dwelling Structure	1460	1 bldg					
	Termite treatment and vent barriers			<u>3,000.00</u>	<u>3,000.00</u>			
	Subtotal 1460			3,000.00	3,000.00			
	Total: GA 100-03, Ora Lee West			4,000.00	4,000.00			
GA 100-04	Site Improvements	1450	L/S					
Hudson Dockett	Trim trees that overhang roofs (phase 1)			1,000.00	<u>1,000.00</u>			
	Overlay alleys and parking areas / new parking			<u>10,164.00</u>	<u>10,164.00</u>			
	Subtotal 1450			11,164.00	11,164.00			
	Dwelling Structure	1460	1 bldg					
	Termite treatment and vent barriers			3,000.00	3,000.00			
	Roof replacement			19,230.50	19,230.50			
	Sewer line replacement			<u>30,000.00</u>	<u>30,000.00</u>			

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	Subtotal 1460				52,230.50	52,230.50			
	Total: GA 100-04, Hudson Dockett				57,691.50	57,691.50			

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
GA 100-07	Site Improvements		1450	10 units					
Dowling Mederer	Install new clotheslines / landscaping/ replace driveways				30,000.00	30,000.00			
	Trim trees that overhang roofs				1,000.00	1,000.00			
	Install fencing				<u>20,000.00</u>	<u>20,000.00</u>			
	Subtotal 1450				51,000.00	51,000.00			
	Dwelling Structure								
	Comprehensive modernization as follows:		1460	10 units	462,949.00	462,949.00			
	New roofs/gutters/soffit/facia								
	New windows and security screens								
	Insulate to R-30								
	Install 150 amp service								
	Replumb units								
	Modernize kitchens								
	Modernize bathrooms								
	Retile floors								
	Paint ceilings and walls								
	Enclose closets and install doors								
	Washer and dryer hookups								

**Annual Statement /
Performance and Evaluation Report
Part III: Implementation Schedule
CFP/CFPRHF**

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

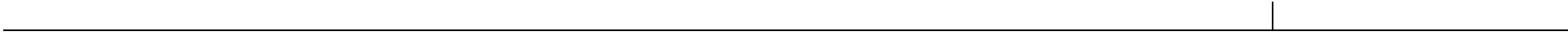
PHA Name: The Housing Authority of the City of Valdosta		Capital Fund Grant Number: GA06P10050104					FFY of Grant Approval: 2004
Development	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
Number / Name							
HA - Wide Activities	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
1406	6.30.06			6.30.08			
1408	6.30.06			6.30.08			
1410	6.30.06			6.30.08			
1430	6.30.06			6.30.08			
1475	6.30.06			6.30.08			
1495	6.30.06			6.30.08			
1502	6.30.06			6.30.08			
GA 100-01, Ora Lee West	6.30.06			6.30.08			
GA 100-02, Hudson Dockett	6.30.06			6.30.08			

GA 100-03, Ora Lee West	6.30.06			6.30.08		
GA 100-04, Hudson Dockett	6.30.06			6.30.08		
GA 100-05, Lloyd Greer	6.30.06			6.30.08		
GA 100-06, Cranford Homes	6.30.06			6.30.08		
GA 100-07, Dowling Mederer	6.30.06			6.30.08		

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date	Signature of Public Housing Director/Office of Native American Programs Administrator and Date
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CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12.31.03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	170,000.00	150000.00	150,000.00	150,000.00
3	1408 Management Improvements Soft Costs	3000.00	0.00	0.00	0.00
	Management Improvements Hard Costs	3000.00	0.00	0.00	0.00
4	1410 Administration	35000.00	35000.00	35000.00	35,000.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	47500.00	37440.00	37440.00	30845.93
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	76164.00	61000.00	61000.00	0.00
10	1460 Dwelling Structures	334,034.00	370448.84	370448.84	172,392.19
11	1465.1 Dwelling Equipment—Nonexpendable	8450.00	5200.00	5200.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	8000.00	25359.16	25359.16	1837.70
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	3500.00	4200.00	4200.00	4,200.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1502 Contingency	71566.00	71566.00	71566.00	0.00

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-03 Replacement Housing Factor Grant No:		Federal FY of Grant: 2003	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12.31.03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of Annual Grant: (sum of lines.....)	760214.00	760214.00	760214.00	394275.82
	Amount of line XX Related to LBP Activities	0.00	0.00	0.00	0.00
	Amount of line XX Related to Section 504 compliance	0.00	0.00	0.00	0.00
	Amount of line XX Related to Security –Soft Costs	0.00	0.00	0.00	0.00
	Amount of Line XX related to Security-- Hard Costs	0.00	0.00	0.00	0.00
	Amount of line XX Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
	Collateralization Expenses or Debt Service	0.00	0.00	0.00	0.00

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA Wide	Operations	1406	<u>20%</u>					
	Operating Subsidy			<u>170000.00</u>	<u>150000.00</u>	<u>150000.00</u>	<u>150000.00</u>	
	Total for Account 1406			170000.00	150000.00	150000.00	150000.00	
PHA Wide	Management Improvements	1408	L/S					
	Administrative and Management Staff Training			3000.00	0.00	0.00	0.00	
	Maintenance Staff Skills Training			<u>3000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
	Total for Account 1408			6000.00	0.00	0.00	0.00	
PHA Wide	Administration	1410	L/S					
	Modernization Coordinator Salary Including Fringe			<u>35000.00</u>	<u>35000.00</u>	<u>35000.00</u>	<u>35000.00</u>	
	Total for Account 1410			35000.00	35000.00	35000.00	35000.00	
PHA Wide	Fees and Costs	1430	L/S					
	A&E Fees			45000.00	37440.00	37440.00	30845.33	
	LBP / Abatement Testing			<u>2500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
	Total for Account 1430			47500.00	37440.00	37440.00	30845.99	

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA Wide	Non-Dwelling Equipment	1475	L/S					
	Upgrade Computer Hardware			<u>8000.00</u>	<u>25359.16</u>	<u>25359.16</u>	<u>1837.70</u>	
	Total for Account 1475			8000.00	25359.16	25359.16	1837.70	
PHA Wide	Relocation Costs	1495	L/S					
	Relocation Cost			<u>3500.00</u>	<u>4200.00</u>	<u>4200.00</u>	<u>4200.00</u>	
	Total for Account 1495			3500.00	4200.00	4200.00	4200.00	
PHA Wide	Contingency	1502	L/S					
	Contingency for Construction			<u>71566.00</u>	<u>71566.00</u>	<u>71566.00</u>	<u>0.00</u>	
	Total for Account 1502			71566.00	71566.00	71566.00	0.00	
GA 100-01	Site Improvements	1450	L/S					
Ora Lee West	Trim trees that overhang roofs			<u>1000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
	Subtotal 1450			1000.00	0.00	0.00	0.00	
	Dwelling Structure	1460	2 bldgs					
	Termite treatment and vent barriers			<u>6000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
	Subtotal 1460			6000.00	0.00	0.00	0.00	
	Total: GA 100-01, Ora Lee West			7000.00	0.00	0.00	0.00	

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
GA 100-02	Site Improvements	1450	L/S					
Hudson Dockett	Trim trees that overhang roofs (phase 1)			<u>1000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
	Subtotal 1450			1000.00	0.00	0.00	0.00	
	Dwelling Structure	1460	2 bldgs					
	Termite treatment and vent barriers			<u>6000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
	Subtotal 1460			6000.00	0.00	0.00	0.00	
	Total: GA 100-02, Hudson Dockett			7000.00	0.00	0.00	0.00	
GA 100-03	Site Improvements	1450	L/S					
Ora Lee West	Trim trees that overhang roofs (phase 1)			<u>1000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
	Subtotal 1450			1000.00	0.00	0.00	0.00	
	Dwelling Structure	1460	2 bldgs					
	Termite treatment and vent barriers			<u>6000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
	Subtotal 1460			6000.00	0.00	0.00	0.00	
	Total: GA 100-03, Ora Lee West			7000.00	0.00	0.00	0.00	
GA 100-04	Site Improvements	1450	L/S					
Hudson Dockett	Trim trees that overhang roofs (phase 1)			1000.00	0.00	0.00	0.00	

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	Overlay alleys and parking areas / new parking				<u>10164.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
	Subtotal 1450				11164.00	0.00	0.00	0.00	
	Dwelling Structure		1460	2 bldgs					
	Termite treatment and vent barriers				<u>6000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
	Subtotal 1460				6000.00	0.00	0.00	0.00	
	Total: GA 100-04, Hudson Dockett				17164.00	0.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
GA 100-05	Site Improvements	1450	L/S						
Lloyd Greer	Trim trees that overhang roofs			<u>1000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		
	Subtotal 1450			1000.00	0.00	0.00	0.00		
	Dwelling Structure								
	Termite treatment and vent barriers	1450	2 bldgs	<u>6000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		
	Subtotal 1450			6000.00	0.00	0.00	0.00		
	Total: GA 100-05, Lloyd Greer			7000.00	0.00	0.00	0.00		

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
GA 100-07	Site Improvements		1450	10 units					
Dowling Mederer	Install new clotheslines / landscaping/ replace driveways				30000.00	30000.00	30000.00	0.00	
	Trim trees that overhang roofs				1000.00	1000.00	1000.00	0.00	
	Install fencing				<u>30000.00</u>	<u>30000.00</u>	<u>30000.00</u>	<u>0.00</u>	
	Subtotal 1450				61000.00	61000.00	61000.00	0.00	
	Dwelling Structure								
	Comprehensive modernization as follows:		1460	10 units	304034.00	370448.84	370448.84	172392.19	
	New roofs/gutters/soffit/facia								
	New windows and security screens								
	Insulate to R-30								
	Install 150 amp service								
	Replumb units								
	Modernize kitchens								
	Modernize bathrooms								
	Retile floors								
	Paint ceilings and walls								
	Enclose closets and install doors								
	Washer and dryer hookups								

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program Grant No: GA06P100501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
GA-100-07	Install central heating and air							
Dowling	Install new hot water heaters							
Mederer	Install railing at exit stairs							
Cont.	Termite treatments and vent barriers							
	Subtotal 1460			304034.00	370448.00	370448.00	172392.19	
	<u>Dwelling Equipment</u>	1465	10 units					
	Replace ranges			2400.00	2400.00	2400.00	0.00	
	Replace refrigerators			<u>2800.00</u>	<u>2800.00</u>	<u>2800.00</u>	<u>0.00</u>	
				5200.00	5200.00	5200.00	0.00	
	Total: GA 100-07, Dowling – Mederer Homes			370234.00	436648.00	436648.00	172392.19	
	Grand Total			760214.00	760214.00	760214.00	394275.82	

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

PHA Name: Valdosta Housing Authority, Valdosta, GA		Grant Type and Number Capital Fund Program No: GA06P100501-03 Replacement Housing Factor No:					Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1460	6.30.2005			06.30.2007			
1408	6.30.2005			06.30.2007			
1410	6.30.2005			06.30.2007			
1430	6.30.2005			06.30.2007			
1475	6.30.2005			06.30.2007			
1495	6.30.2005			06.30.2007			
1502	6.30.2005			06.30.2007			
GA 100-01, Ora Lee West	6.30.2005			06.30.2007			
GA 100-02, Hudson Dockett	6.30.2005			06.30.2007			
GA 100-03, Ora Lee West	6.30.2005			06.30.2007			
GA 100-04, Hudson Dockett	6.30.2005			06.30.2007			
GA 100-05, Lloyd Greer	6.30.2005			06.30.2007			
GA 100-07, Dowling Mederer	6.30.2005			06.30.2007			

**Annual Statement /
Performance and Evaluation Report**
Part I: Summary
CFP/CFPRHF

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

PHA Name: The Housing Authority of the City of Valdosta	Capital Fund Grant Number GA06P100501-02	FFY of Grant Approval 2002
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<input checked="" type="checkbox"/> Original Annual Statement		
<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement/Revision Number(rev. no:)	<input type="checkbox"/> Performance and Evaluation Report for Program Year Ending _____
<input type="checkbox"/> Final Performance and Evaluation Report		

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)	195,836.00	195,836.00	195,836.00	195,836.00
3	1408 Management Improvements-Soft Costs	5,000.00	0.00	0.00	0.00
	Management Improvements-Hard Costs	4,000.00	0.00	0.00	0.00
4	1410 Administration	30,000.00	30,000.00	30,000.00	30,000.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	59,200.00	45,625.00	45,625.00	44,823.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	94,164.00	42,988.00	42,988.00	42,988.00
10	1460 Dwelling Structures	521,112.00	660,749.50	660,749.50	494,861.24
11	1465.1 Dwelling Equipment - Nonexpendable	16,500.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	5,000.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	4,000.00	3,981.50	3,981.50	3,981.50
18	1499 Development Activities	0.00	0.00	0.00	0.00

19	1502	Contingency (may not exceed 8% of line 20)	44,368.00	0.00	0.00	0.00
20	Amount of Annual Grant (Sum of lines 2 - 19)		979,180.00	979,180.00	979,180.00	812,489.74
21	Amount of line 20 Related to LBP Activities		51,345.00	69,095.89	69,095.89	69,095.89
22	Amount of line 20 Related to Section 504 Compliance		0.00	0.00	0.00	0.00
23	Amount of line 20 Related to Security-Soft Costs		0.00	0.00	0.00	0.00
24	Amount of line 20 Related to Security-Hard Costs		0.00	0.00	0.00	0.00
25	Amount of line 20 Related to Energy Conservation Measures		0.00	0.00	0.00	0.00
26	Collateralization Expenses or Debt Service		0.00	0.00	0.00	0.00

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date	Signature of Public Housing Director/Office of Native American Programs Administrator and Date
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**Annual Statement /
Performance and Evaluation Report**

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

**Part II: Supporting Pages
CFP/CFPRHF**

PHA Name: The Housing Authority of the City of Valdosta		Capital Fund Grant Number: GA06P100501-02			FFY of Grant Approval: 2002			
Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work (2)
				Original	Revised	Funds Obligated (2)	Funds Expended (2)	
PHA Wide	<u>Operations</u> -Operating Subsidy Total for Account 1406	1406	20%	<u>\$195,836</u> \$195,836	<u>\$195,836</u> \$195,836	<u>\$195,836</u> \$195,836	<u>\$195,836</u> \$195,836	
PHA Wide	<u>Management Improvements</u> -Administrative and Management Staff Training -Maintenance Staff Skills Training Total for Account 1408	1408	LS	\$5,000	\$0	\$0	\$0	
-		1408	LS	<u>\$4,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	
PHA Wide	<u>Administration</u> -Modernization Coordinator Salary Including Fringe Total for Account 1410	1410	LS	<u>\$30,000</u> \$30,000	<u>\$30,000</u> \$30,000	<u>\$30,000</u> \$30,000	<u>\$30,000</u> \$30,000	
PHA Wide	<u>Fees & Costs</u> -A & E Fees -LBP/Abatement Testing	1430	LS	\$49,200	\$38,505	\$38,505	\$37,703	
		1430	LS	<u>\$10,000</u>	<u>\$7,120</u>	<u>\$7,120</u>	<u>\$7,120</u>	

-	Total for Account 1430			\$59,200	\$45,625	\$45,625	\$44,823
PHA Wide	<u>Non-Dwelling Equipment</u>			-			
	-Upgrade Computer Hardware	1475	LS	<u>\$5,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	Total for Account 1475			\$5,000	\$0	\$0	\$0
-	-						
PHA Wide	<u>Relocation Costs</u>						
	-Relocation Cost	1495	LS	<u>\$4,000</u>	<u>\$3,982</u>	<u>\$3,982</u>	<u>\$3,982</u>
	Total for Account 1495			\$4,000	\$3,982	\$3,982	\$3,982
PHA Wide	<u>Contingency</u>						
	-Contingency for Construction	1502	7%	<u>\$44,368</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	Total for Account 1502			\$44,368	\$0	\$0	\$0

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and
Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

<u>GA 100-01</u>	<u>Site Improvements</u>						
Ora Lee West	-Trim Trees that Overhang Roofs	1450	LS	<u>\$1,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	Subtotal 1450			\$1,000	\$0	\$0	\$0
	Total: GA 100-01, Ora Lee West			\$1,000	\$0	\$0	\$0
<u>GA 100-02</u>	<u>Site Improvements</u>						
Hudson Dockett	-Trim Trees that Overhang Roofs	1450	LS	<u>\$1,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	Subtotal 1450			\$1,000	\$0	\$0	\$0
	Total: GA 100-02, Hudson Dockett			\$1,000	\$0	\$0	\$0
<u>GA 100-03</u>	<u>Site Improvements</u>						
Ora Lee	-Trim Trees that Overhang Roofs	1450	LS	<u>\$1,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	Subtotal 1450			\$1,000	\$0	\$0	\$0
	Total: GA 100-03, Ora Lee			\$1,000	\$0	\$0	\$0
<u>GA 100-04</u>	<u>Site Improvements</u>						
Hudson Dockett	-Trim Trees that Overhang Roofs	1450	LS	\$1,000	\$0	\$0	\$0
	-Overlay Alleys and Parking Areas/New Parking			<u>\$10,164</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	Subtotal 1450			\$11,164	\$0	\$0	\$0
	Total: GA 100-04, Hudson Dockett			\$11,164	\$0	\$0	\$0

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and
Date

Signature of Public Housing Director/Office of Native American Programs Administrator and
Date

GA 100-05	Site Improvements						
Lloyd Greer	-Trim Trees that Overhang Roofs	1450	LS	\$1,000	\$0	\$0	\$0
	Subtotal 1450			\$1,000	\$0	\$0	\$0
	Total: GA 100-05, Lloyd Greer			\$1,000	\$0	\$0	\$0
GA 100-06	Site Improvements						
Cranford Homes	-Install New Clothesline and Landscaping/Replace Driveways	1450	LS	\$57,000	\$20,000	\$20,000	\$20,000
	-Trim Trees that Overhang Roofs	1450	LS	\$1,000	\$0	\$0	\$0
	-Install Fencing	1450	LS	\$20,000	\$18,000	\$18,000	\$18,000
	Subtotal 1450			\$78,000	\$38,000	\$38,000	\$38,000
	Dwelling Structure						
	-Abate/Encapsulate LBP (Includes Enclosing Porches with New Posts and Rails, Replace Exterior Doors and Doorframes, and Install New Screen Doors)	1460	LS	\$51,345	\$69,096	\$69,096	\$69,096
	<i>Comprehensive Modernization as Follows:</i>	1460	LS	\$469,767	\$432,994	\$432,994	\$417,667
	-New Roofs/Gutters/Soffit/Fascia						
	-New Windows/Security Screens						
	-Insulate to R-30						
	-Install 150 AMP Service						
	-Replumb Units						
	-Modernize Kitchens						
	-Modernize Bathrooms						
	-Retile Floors						
	-Paint Ceilings and Walls						
	-Enclose Closets and Install Doors						
	-Washer and Dryer Hookups						
	-Install Central Heating and Air						
	-Install New Hot Water Heaters						
	-Install Railings at Exit Stairs						
	Subtotal 1460			\$521,112	\$523,533	\$523,533	\$494,861

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

GA 100-06	Dwelling Equipment							
Cranford Homes	-Replace Ranges	1465	LS	\$7,700	\$0	\$0	\$0	
	-Replace Refrigerators	1465	LS	<u>\$8,800</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	
	Subtotal 1465			\$16,500	\$0	\$0	\$0	
	Total: GA 100-06, Cranford Homes			\$615,612	\$561,533	\$561,533	\$532,861	
GA 100-07	Site Improvements							
Dowling Mederer	-Trim Trees that Overhang Roofs	1450	LS	\$1,000	\$0	\$0	\$0	
	-Replace driveways			\$0	\$1,288	\$1,288	\$1,288	
	-Replace sewer lines			\$0	\$1,500	\$1,500	\$1,500	
	-Replace fencing			\$0	\$1,200	\$1,200	\$1,200	
	-General landscaping			<u>\$0</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$1,000</u>	
	Subtotal 1450			\$1,000	\$4,988	\$4,988	\$4,988	
	Dwelling Structure							
	<i>Comprehensive Modernization as Follows:</i>	1460		\$0	\$137,217	\$137,217	\$0	from 5-yr, year 4
	-New Roofs/Gutters/Soffit/Fascia							
	-New Windows/Security Screens							
	-Insulate to R-30							
	-Install 150 AMP Service							
	-Replumb Units							
	-Modernize Kitchens							
	-Modernize Bathrooms							
	-Retile Floors							
	-Paint Ceilings and Walls							
	-Enclose Closets and Install Doors							
	-Washer and Dryer Hookups							
	-Install Central Heating and Air							
	-Install New Hot Water Heaters							
	-Install Railings at Exit Stairs							
	Subtotal 1460			\$0	\$137,217	\$137,217	\$0	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

<u>Dwelling Equipment</u>							
-Replace Ranges	1465	1 DU	\$0	\$0	\$0	\$0	Pulled from 5-year plan, year 4
-Replace Refrigerators	1465	1DU	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	Pulled from 5-year plan, year 4
Subtotal 1465			\$0	\$0	\$0	\$0	
Total: GA 100-07, Dowling-Mederer Homes			\$1,000	\$142,205	\$142,205	\$4,988	
Grand Total			\$979,180	\$979,180	\$979,180	\$812,490	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and
Date

Signature of Public Housing Director/Office of Native American Programs Administrator and
Date