

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

Lithonia Housing Authority

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**

PHA Plan Agency Identification

PHA Name: Lithonia Housing Authority

PHA Number: GA 188

PHA Fiscal Year Beginning: (10/2005)

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

The Lithonia Housing Authority will be the model provider of affordable housing and promoter of economic opportunities to the citizens of the City of Lithonia.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
- Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)

- PHA Goal: Improve the quality of assisted housing
 - Objectives:
 - Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

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

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

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

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

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

Objectives:

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

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

Other PHA Goals and Objectives: (list below)

Proposed Primary and Secondary Goals for Agency Plan

Description of Structure

The structure of the goals and objectives is intended to allow the agency to maintain the framework of the Authority's strategic plan as well as to identify how individual functions and tasks relate to the overall agency plan. The structure of the goals is as follows:

Primary Goal: A primary goal is a global initiative.

Secondary Goal: Secondary goals are specific initiatives that feed into the achievement of the global initiative and may involve multiple functions.

Proposed Goals

Primary Goal #1: Maintain and expand staff development initiatives to develop capacity, improve efficiency, and provide for more effective service delivery.

Secondary Goal #1A: Improve teamwork and communication among all levels of staff.

Secondary Goal #1B: Develop or identify a source for a training program related to property management, Marketing and leasing, resident retention and asset management.

Secondary Goal #1C: Develop or identify a source for training programs related to property management and maintenance, asset management budgeting and finance, monitoring and controls, HVAC certification, asset management certification and hands-on maintenance training.

Secondary Goal #1D: Develop or identify a source for a training program related to customer service and satisfaction, to include resident retention.

Primary Goal #2: Review and focus the agency's role in providing and coordinating social, self-sufficiency, and individual capacity-building initiatives.

Secondary Goal #2A: Evaluate the need for services and programs and identify alternative sources of funding or services for those activities.

Secondary Goal #2B: Develop and implement self-sufficiency initiatives to enhance individual capacity and provide targeted resources to promote participation in homeownership programs.

Secondary Goal #2C: Enhance and expand programs and resources available to seniors in order to provide a greater continuum of care.

Primary Goal #3: Enhance the efficiency and effectiveness of PHA operations in order to promote resource management and maximize organizational capacity.

Secondary Goal #3A: Enhance the level of information available regarding financial and programmatic performance for individual programs, functions, or business units.

Secondary Goal #3B: Continue to expand operational tools available to all levels of employees to promote consistency in service delivery.

Secondary Goal #3C: Enhance and expand performance evaluation and monitoring systems for all employees to promote excellence.

Secondary Goal #3D: Review and revise job descriptions and review compensation and benefits practices to ensure the ability to attract and retain qualified and dedicated employees.

Primary Goal #4: Develop a plan to expand the scope and types of affordable housing programs to meet the needs of the low and moderate income citizens of Lithonia through diversification, development, acquisition, or disposition.

Secondary Goal #4A: Perform a comprehensive market assessment and study to identify the specific needs of the low and moderate income renters and buyers in Lithonia.

Secondary Goal #4B: Review and assess the feasibility of various types of quality affordable housing within the Lithonia community.

Secondary Goal #4C: Evaluate the reasonable feasibility of homeownership programs and expand initiatives to include coordinating available resources, acquisition and rehabilitation, and development of new units for sale.

Primary Goal #5: Develop and implement a plan for the implementation of a sound asset management system.

Secondary Goal #5A: Review the current system for cost tracking and allocation as well as the system for the tracking of direct costs.

Secondary Goal #5B: Assess the viability of each development and determine the highest and best use for each.

Secondary Goal #5C: Develop a sound management, maintenance, and modernization plan for each property consistent with the viability determination.

Secondary Goal #5D: Establish operational and management reporting systems that will provide valid information regarding each property or asset.

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Agency Plan is a comprehensive guide to the Lithonia Housing Authority's policies, programs, operations and strategies for meeting local housing needs and goals. There are two parts to the Plan: the Five-Year Plan, which the Authority submits to the Department of Housing and Urban Development (HUD) once every fifth fiscal year, and the Annual Plan, which is submitted to HUD every year. This document represents the Authority's FY2005-2009 Five-Year Agency Plan and FY2005 Annual Update.

Since the Agency Plan serves as the annual application for the Capital Fund Program (CFP), the Authority has submitted an Annual Statement and Five-Year Plan for the FY2005 CFP based on FY2004 funding amount. The Annual Statement and Five-Year Plan can be found in this binder under Tab 2 (ga188a01).

The LHA received a score of 17 out of 30 on the financial section of the PHAS score, which results in troubled status for that section. Therefore, the Authority must submit a Troubled Agency Plan for this year.

In addition to the above, the Lithonia Housing Authority has revised several of its policies. Although not included with this Agency Plan, the updated policies can be reviewed at the main administrative office of the PHA. The revised policies include:

Personnel Policy
Travel Policy

Procurement Policy

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2005 Capital Fund Program Annual Statement (**ga188a01**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Attachment A:** Resident Member on PHA Governing Board
- Attachment B:** Membership of Resident Advisory Board of Boards
- Attachment C:** Brief Statement of Progress in Meeting Five-Year Plan Mission and Goals
- Attachment D:** Resident Assessment Satisfaction Survey Follow-up Plan
- Attachment E:** Criteria for Substantial Deviation and Significant Amendments
- Attachment F:** Pet Policy
- Attachment G:** Community Service Requirement and Self-Sufficiency

Optional Attachments:

- PHA Management Organizational Chart
- FY 2005 – FY 2009 Capital Fund Program 5 Year Action Plan (**ga188a01**)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

GA06P18850104 FY2004 Performance & Evaluation Report (**ga188b01**)
GA06P18850103 FY2003 Performance & Evaluation Report (**ga188c01**)

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	179	4	3	3	4	3	3
Income >30% but <=50% of AMI	87	3	3	3	3	3	3
Income >50% but <80% of AMI	44	2	3	4	3	3	3
Elderly	52	4	3	3	4	3	3
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
White	33	3	3	3	3	3	3
Black	226	3	3	3	3	3	3
Hispanic	16	3	3	3	3	3	3

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	18		10
Extremely low income <=30% AMI	17	94%	
Very low income (>30% but <=50% AMI)	1	6%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	17	94%	
Elderly families	0	0%	
Families with Disabilities	0	0%	
White	0	0%	
Black	18	100%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	3	17%	3
2 BR	4	22%	2
3 BR	6	33%	4
4 BR	4	22%	1
5 BR	1	6%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	105		N/A
Extremely low income <=30% AMI	105	100%	
Very low income (>30% but <=50% AMI)	0	0%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	97	92%	
Elderly families	0	0%	
Families with Disabilities	16	15%	
White	0	0%	
Black	105	100%	
Other	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	N/A
2 BR	N/A	N/A	N/A
3 BR	N/A	N/A	N/A
4 BR	N/A	N/A	N/A
5 BR	N/A	N/A	N/A
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 16 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(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)

The Authority will strive to meet thresholds established by HUD and meet the needs of local low and very low-income families

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)

The Authority will strive to meet thresholds established by HUD and meet the needs of local low and very low-income families

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)

The Authority will strive to meet thresholds established by HUD and meet the needs of local low and very low-income families

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	\$73,000	
b) Public Housing Capital Fund	\$134,502	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$591,497	
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)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
GA0618850104 (as of 3/31/05)	\$134,502	Capital Improvements
GA0618850103 (as of 3/31/05)	\$41,274	Capital Improvements
3. Public Housing Dwelling Rental Income	\$118,800	Operations
4. Other income (list below)		
Interest	\$850	Operations
Other Income	\$41,222	Operations
5. Non-federal sources (list below)		
Total Resources	\$1,135,647	

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: (describe)

Verification is checked immediately 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?

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:

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

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

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

- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 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)

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

(2) Flat Rents

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

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

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

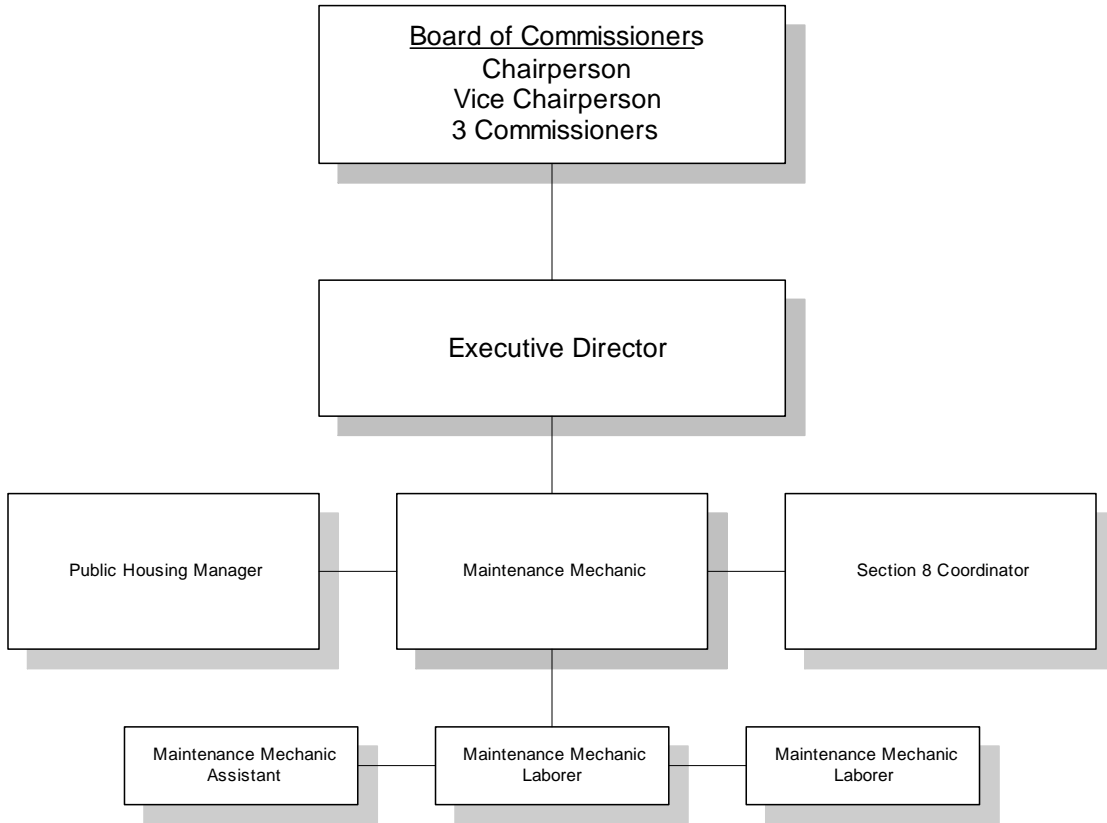
Describe the PHA's management structure and organization.

(select one)

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

LITHONIA HOUSING AUTHORITY

Organization Chart



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	75	10
Section 8 Vouchers	96	15
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)		
Capital Fund Program	75	10

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)

- Admissions and Continued Occupancy Policy (ACOP)
- Maintenance Plan
- Personnel Policy
- Pet Policy
- Safety Policy
- Grievance Procedure
- Community Service Requirement

(2) Section 8 Management: (list below)

Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)ga188a01.

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment(state name) ga188a01.

-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: (DD/MM/YY)
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

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)

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

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

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

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

The need for increased security lighting and a neighborhood watch

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

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

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

3. Description of Resident Election Process

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (State of Georgia)

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)

The State of Georgia Consolidated Plan supports the Lithonia Housing Authority's Agency Plan with the following Strategic Plan Priority:

To increase the number of Georgia's low and moderate income households who have obtained affordable, rental housing free of overcrowded and structurally substandard conditions.

D. Other Information Required by HUD

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

Attachment A

Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)
- A. Name of resident member(s) on the governing board: Ms. Agnes Sanders
- B. How was the resident board member selected: (select one)?
 Elected
 Appointed
- C. The term of appointment is (include the date term expires):
One year expiring 2/23/2006
2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?
- the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
 - the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
 - Other (explain):
- B. Date of next term expiration of a governing board member:
- C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

Attachment B

Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Alicia Butler

Tina Newsome Troop

Kendra Cannon

Jewel Brewster

Hassan Abdullah

Attachment C

Brief Statement of Progress in Meeting Five-Year Plan Mission and Goals

Goal No. 1 The Lithonia Housing Authority will enhance the attractiveness of its housing stock in order to compete with the open market rental properties within the open community.

Objectives –

Objective No. 1 – Monthly, The Executive Director will report to the Board of Commissioners on the status of the working drawings on all existing projects.

Status – Complete the working drawings are in place. There were no new housing initiatives planned or developed for the period 2000 to 2005 due to the lack of funds and or resources for the LHA to leverage for the planning and development of an affordable housing initiatives for its obsolete housing stock. The PHA did not apply for HOPE VI funds

Objective No. 2 – By March 2001- The Lithonia Housing Authority will implement a program at each development will encourage residents to be proud of their environment and to good care of the units.

Status: 2000 to 2003 – The LHA implemented a clean community campaign, which included a newsletter recognizing resident accomplishments, information on the care of units, resident responsibilities and a yard of the month program to encourage residents to take pride in their communities. Also a landscape service was added by the LHA to make the grounds and common areas more attractive. Other programs for the 2003 to 2004 included a summer job fair in partnership with Dekalb county recreation, labor department and other local agencies. Dental Screening and health fair for residents; reorganization of the resident advisory board and addition of a resident on the Board of Commissioners for resident input and feedback on LHA initiatives.

Enhancing Existing LHA properties to compete in the open market – The LHA has and will continue to upgrade its housing stock to compete with other like affordable housing communities within the Lithonia Area (I.E. HUD FHA insured, Tax Credit, Home, HOPE and Bond financed markets) – Since 2000 the LHA has put in place over \$300,000 in its communities via the HUD capital fund program.

The LHA will continue to seek federal funds to upgrade its public housing communities bring its housing stock to the standard of other affordable housing within its market area. The focus for the next five years will be to expand its affordable housing stock via development of additional housing, upgrading the existing public housing units via interior and exterior upgrades, improving curb appeal via shrub replacement, erosion and drainage repairs, tree removal and replacements, sod and seeding of lawns; Making residents more accountable for maintaining their living spaces and improving defensive and green space areas.

Objective No. 3. - By May 2001, The Executive Director will prepare and report to the Board a preliminary budget to convert larger developments into smaller more attractive communities – Not achieved due to the lack of funds and resources to develop and implement this initiative as HUD cut back on funds for these type activities. This will continue to be an ongoing objective when funds become available.

Objective No. 4 – September 2001 – The LHA will present to the Board of Commissioners, the preliminary plans for remodeling and improving the interior and exterior of all of the developments.

Achieved. This was achieved in the development and implementation of the five-year capital fund program. A detailed assessment of the remaining work items were reprioritized in 2003 and 2004 and incorporated in the HUD approved budget revision in 2004. Another detailed assessment will be completed for the upcoming five year plan which will focus on the upgrading of the interior of the units and to upgrade the landscape and building exteriors. The LHA hired an architect to provide technical assistance in this effort.

Goal No. 2 – The Lithonia Housing Authority will increase the percentage of units meeting housing quality standards.

Objective No. 1 and 2 – Review and implement preventive maintenance procedures. Proposed completion date January 01.

Status – Ongoing. The preventive maintenance program was reviewed and implemented in 2000 and 2001 and will be reviewed and revised to be consistent with industry/asset management standards. Quality control inspections are conducted monthly at the supervisory level to determine the effectiveness of maintenance program and the quality of work performed and the condition of units and tenant care of units. . Maintenance charges were put in place to deter tenant damages.

Objective No. 3 – By April 2001, an assessment of the quality of HQS inspections will be evaluated and HQS Inspectors will be scheduled for HQS training as needed.

Status: Ongoing. Two Employees received formal HQS training and were certified in this discipline. In addition, the LHA put a monthly unit inspection program in place to assure the quality of work being performed and the need for additional repairs and improvements. Other activities (2) the LHA put an inspection program in place whereby the maintenance supervisor, housing manager, and the Executive Director, conducts home visits, inspect a random sample of units to determine the quality of work performed, care of units by residents and to assess additional property needs. To augment this effort, the LHA in 2004 and 2005 procured the services of a National inspection group to provide training and to provide inspection of our units to assure compliance with HQS, REAC and other HUD and industry standard requirements. In addition, in 2003 and 2004 a program was put in place whereby all maintenance staff is required to attend maintenance training in the trade area at least twice a year. In 2004 all staff took HVAC level courses. One staff person received certification in this discipline.

Goal No. 3 - The Lithonia Housing Authority will increase the level of resident satisfaction relative to maintenance during the next two fiscal years. A resident satisfaction survey will continue to be ongoing and will be conducted by LHA each year.

Objective No. 1 – The LHA will establish a baseline of resident satisfaction with maintenance services by the implementation of a resident satisfaction survey – On going. Accomplished through the initiatives listed under Goal 2, Objective No.3. Other initiatives

- (1) Continuous communication with residents via home visits, quality control inspection, meeting and implementation of programs via the Resident Advisory Board, and regular written communication with residents.
- (2) Implementation of a resident training program as a requirement at lease up and recertifications (put in place 2004 and 2005) on the care and maintenance of units and responsibilities under the lease.
- (3) Regular property visits by maintenance and management staff.
- (4) Residents are required to sign all work orders. HUD provides resident satisfaction surveys each year. The LHA received 9 out ten points in this area on the HUD PHAs score.
- (5) Management staff attended HUD customer training in 2004 and the Atlanta Apartment Association training on resident retention, marketing and leasing in 2003 and will require attending such training each year. Maintenance will also be required to attend the same training.

Goal No. 4 Improve employee services and support systems

Status

Objective No. 1 – By January 1, 2001, the Board of Commissioners will develop strategies to promote maximum efficiency and employee moral among the LHA Staff. Status: Ongoing.

Other initiatives: 2003 -All Board Members attended training on the role and responsibilities of the Board and the operations of the LHA and HUD requirements in July 2003 with a follow-up GAHRA and independent training. This was necessary in order for the Board to put together a strategic plan for the future of LHA. An additional Strategic planning retreat for Board of Commissioners was held in April 2005. The board will revise policies based on recommendations from the LHA management team once the strategic plan is complete and put in place.

Objectives No. 2 – Assessment of LHA information systems – Completed. The LHA upgraded its computer systems and upgrades in 2001 and 2002 in order to access HUD reporting, filing and informational systems.

All staff has received training on these systems each staff person is to attend training each year on HUD requirements and system upgrades.

Objective No. 3 – Ongoing. The office and maintenance space was expanded to add additional space. The LHA will need additional space to accommodate up coming resident service programs and to accommodate record storage. This is ongoing and will be addressed under future capital improvement programs.

Objective No. 4 and 5 – Maintenance employee standards. Ongoing. Personnel policies and procedures will be revised to further address this initiative. Standards will be increased first by providing the necessary training to employee to enhance their skills via trade industry training and certification. Job descriptions for all employees will be reviewed to add benchmarks and additional standards as a goal under the upcoming five-year plan. This activity will be completed based on the limited funds made available under the limited HUD funding.

Attachment D

Resident Assessment and Satisfaction Survey Follow-Up Plan

Overview

The Lithonia Housing Authority received the following scores on the FY2004 Resident Assessment Survey.

<u>Section:</u>	<u>Score</u>
Maintenance and Repair	86.7%
Communication	67.4%
Safety	84.0%
Services	93.1%
Neighborhood Appearance	77.4%

The Authority must address all Sections which fell below 75% with a Follow-Up Plan. The Follow-Up Plan is stated below:

Communication

The Lithonia Housing Authority will strive to involve residents in the Resident Advisory Board.

The Authority will distribute its newsletter on a monthly basis when possible to keep residents informed of events.

Management will strive to be more responsive to residents' questions and concerns in a courteous and professional manner.

Attachment E

Criteria for Substantial Deviation and Significant Amendments

Substantial Deviation from the 5-year Plan:

A “Substantial Deviation” from the 5-Year Plan is an overall change in the direction of the Authority pertaining to the Authority’s Goals and Objectives. This includes changing the Authority’s Goals and Objectives.

Significant Amendment or Modification to the Annual Plan:

A “Significant Amendment or Modification” to the Annual Plan is a change in a policy or policies pertaining to the operation of the Authority. This includes the following:

- Changes to rent or admissions policies or organization of the waiting list.
- Additions of non-emergency work items in excess of \$15,000 (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.
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities

Any change in policies or procedures required as a direct result of changes in federal, state, or local regulation, law, or ordinance shall not be considered a significant amendment or modification to the Annual Plan.

Attachment F

Pet Policy

I. Purpose

In accordance with Section 526 of the Quality Housing and Work Responsibility Act the Lithonia Housing Authority (LHA) will permit residents of public housing to own and keep common household pets in their apartment. This policy sets forth the conditions and guidelines under which pets will be permitted in LHA's elderly/disabled and "family" units. This policy is to be adhered to at all times.

The purpose of the policy is to ensure that pet ownership will not be injurious to persons or property, or violate the rights of all tenants to clean, quiet, and safe surroundings.

Common Household Pets are Defined as Follows:

Birds: Including canary, parakeet, finch and other species that are normally kept caged; birds of prey and domestic fowl are not permitted.

Fish: Tanks or aquariums are not to exceed twenty (20) gallons in capacity. Poisonous or dangerous fish are not permitted. Only one (1) tank or aquarium is permitted per apartment.

Dogs: Not to exceed twenty (20) pounds or twenty (20) inches. All dogs must be neutered or spayed.

Cats: All cats must be neutered/spayed and declawed.

Other: Upon approval of the Executive Director.

At no time will the Lithonia Housing Authority approve of exotic pets such as snakes, monkeys, rodents, etc.

II. Registration

Every pet must be registered with the Lithonia Housing Authority's management prior to moving into the building and updated annually thereafter at the time of reexamination. The pet owner must be a member of the resident's household. The resident's file shall include the following documents (said documents shall be filed along with the resident's lease as they are part of the lease by reference):

- a. Pet owners registration form completely filled out and signed by the pet owner and witnessed by a representative of the Authority.
- b. A copy of these pet rules signed by the pet owner and witnessed by a LHA representative and properly dated.
- c. A certificate signed by a licensed veterinarian, State and local authority, stating that the pet has received all inoculations required by the State and local law, if applicable (dogs, cats).
- d. Proof of current license, if applicable (dogs, cats).
- e. Identification tag bearing the owner's name, address, and phone number (dogs, cats).
- f. Proof of neutering/spaying and/or declawing, if applicable (dogs, cats).

- g. Photograph (no smaller than 3x5) of pet or aquarium.
- h. The name, address, and phone number of a responsible party that will care for the pet if the owner becomes temporarily incapacitated.
- i. Fish - size of tank or aquarium.
- j. Proof of liability insurance.

III. Density of Pets

Only one (1) four-legged, warm-blooded pet will be allowed per apartment. Only two (2) birds will be allowed per apartment. The Lithonia Housing Authority only will give final approval on type and density of pets.

IV. Visitors and Guests

No visitor or guest will be allowed to bring pets on the premises at anytime. Residents will not be allowed to Pet Sit or House a Pet without fully complying with this policy.

Feeding or caring for stray animals is prohibited and will be considered keeping a pet without permission.

V. Pet Restraints

- a. All dogs must be on a leash when not in the owner's apartment. The leash must be no longer than six (6) feet.
- b. Cats must be in a caged container when taken out of the owner's apartment.
- c. Birds must be in a cage when inside of the resident's apartment or entering or leaving the building.
- d. Any city, county or state rules governing the leashing of animals shall also apply.

VI. Sanitary Standards and Waste Disposal

- a. Litter boxes must be provided for cats with use of odor-reducing chemicals.
- b. Dogs must be provided with a pet bed or box.
- c. Fur-bearing pets must wear effective flea collars at all times. Should extermination become necessary, cost of such extermination will be charged to pet owner.
- d. Dogs and cats shall not excrete anywhere within the building.
- e. Pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances where damages occur to Authority property due to pet or removal of pet feces by staff.
 - 1. All pet waste must be placed in a plastic bag and tied securely to reduce odor and placed in designated garbage dumpster outside of the building.

2. Tenants with litter boxes must clean them at a minimum once per week. Noncompliance may result in removal of the pet. The Housing Authority reserves the right to impose a mandatory twice weekly litter box cleaning depending on need. Litter box garbage shall be placed in a plastic bag and deposited outside the building in the garbage dumpster.
 3. Pet owners are never to dispose of pet waste in the trash chutes in the buildings.
- f. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. Pet owner's apartments may be subject to inspections once a month.

VII. General Rules

The resident agrees to comply with the following rules imposed by the Lithonia Housing Authority:

- a. No pet shall be tied up anywhere on Authority property and left unattended for any amount of time. Pets shall be confined to the yard area that makes up the pet owners yard for exercise and deposit of waste, except, when routes to and from pet owners yard or apartment shall be on a sidewalk that has an area between the sidewalk and the street and any area adjacent to said sidewalk and street that does not have an apartment that belongs to another tenant, such area shall be known as community area.
- b. Pet owners will be required to make arrangements for their pets in the event of vacation or hospitalization.
- c. Dog houses are not allowed on Authority property.
- d. When outside, all pets must be accompanied by the resident owner of his/her designee.

VIII. No Pet Areas

At no time will pets be allowed in any public area such as community buildings, laundry rooms, sitting rooms, etc. Pets should only be in the lobby when entering or leaving the building.

IX. Pet Rule Violation and Pet Removal

- a. If it is determined on the basis of objective facts, supported by written statement, that a pet owner has violated a rule governing the pet policy, the Lithonia Housing Authority shall serve a notice of pet rule violation on the pet owner. Violation of this policy will be considered as a violation of the lease agreement and the resident will be subject to such actions as prescribed in the lease agreement or violations of said agreement.
- b. If a pet poses a nuisance such as excessive noise, barking, or whining which disrupts the peace of other residents, owner will remove the pet from premises upon request of management within forty-eight (48) hours. Nuisance complaints regarding pets are subject to immediate inspections.
- c. If a pet poses a threat to the health or safety of other residents, the owner will remove the pet from the premises upon request of management within twenty-four (24) hours.
- d. If a pet owner becomes unable either through hospitalization or illness to care for the pet and the person so designated to care for the pet in the pet owner's absence refuses or is unable physically to care for the pet, after, said twenty-four (24) hour limitation, the Lithonia Housing Authority can officially remove the pet. The Authority accepts no responsibility for pets so removed.

X. Owners Responsibilities

- a. Pet owners shall assume full responsibility for any vicious or destructive act by the pet.
- b. Pet owners shall be responsible for abiding by all federal, state and local laws and regulations as they may be changed from time to time.
- c. Pet owners agree to immediately remove an animal which has been determined to be vicious by Management until such time as a decision may be reached by agreement of by a grievance hearing.

XI. Grievance

Management and tenant agree to utilize the Grievance Procedure described in the Lease Agreement to resolve any dispute between tenant and management regarding a pet.

XII. Pet Fee and Deposit

A "Pet Fee and Deposit" will be required for dogs and cats only, however, all pet owners must comply with registration rules for all other pets. The "Pet Fee and Deposit" must be paid in advance and is to be used to pay reasonable expenses directly attributable to the presence of the pet in the project including (but not limited to) the cost of repairs and replacements to, and fumigation of, the tenant's dwelling unit. The amount of the "Pet Fee and Deposit" is \$300, \$150 of which is not refundable. Elderly and disabled residents pay a deposit of \$150.

XIII. Non-Commercial Provisions

No pet shall be raised, bred, kept, or trained for any commercial purpose.

XIV. Exceptions

This policy does not apply to animals that are used to assist persons with disabilities. This exclusion applies to animals that reside in the development exclusively for the elderly or persons with disabilities, as well as animals used to assist persons with disabilities that visit the development. Pets used for the purpose of aiding residents with disabilities must have appropriate certification. The Authority shall maintain a list of agencies which provide and/or train animals to give assistance to individuals with disabilities.

XV. Federal, State and Local Laws

Pet Policy of the Lithonia Housing Authority includes by reference all applicable State and Local Laws.

Attachment G

Community Service Requirement and Self Sufficiency

COMMUNITY SERVICE & SELF-SUFFICIENCY POLICY

STATEMENT:

Part II, Department of Housing and Urban Development, 24 CFR, Parts 5, 880, et al, publishes the final rule regarding changes to admission and occupancy requirements in the Public Housing and Section 8 Housing Assistance Programs. It also outlines the PHA's requirement in administrating the Community Service & Self-Sufficiency requirements. The Authority will initiate this portion of the new Housing Act of 1998 beginning October 1, 2005.

POLICY

Administrating the activities of residents:

- The Authority may administer qualifying community service, or
- The Authority may make such activities available through a contractor, or
- The Authority may partner with qualified organizations or community agencies or institutions.

Determination of family members as subject to or exempt from the service requirements:

For Continued Occupancy

- Thirty days prior to a resident's annual reexamination for continued occupancy, the Authority will review the clients file and notify the family of its determination identifying the family members, who are subject to the service requirement and the family members who are exempt persons.
- In addition, the PHA's notification in which it identifies the family members who are subject to the service requirements and the family members who are exempt persons, the Authority will provide a written description of the service requirements [24 CFR 960.603 (A)(1)(2)(3)(b)], which will include a written list of exemption according to [24 CFR 960.601 (2)(b)(1)(2)(1)(ii)(3)(4)(5)] and of the process for claiming status as an exempt person or for assuring resident compliance.
- The Authority will comply with [24 CFR 960.607] regarding assuring resident compliance, third-party certification and PHA notice or noncompliance.

For Applicants

- Prior to occupancy and at the applicant's one-on-one interview and placement onto the PHA's waiting list, the applicant will be fully informed of the community service and economic self-sufficiency requirement.
- At the one-on-one interview, the applicant will be provided any written materials regarding the service requirements of [24 CFR Subpart F Section 960.600-960.609]

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

PHA Name: The Housing Authority of the City of Lithonia, GA	Grant Type and Number Capital Fund Program Grant No: GA06P18850105 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	\$17,285.00			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$9,500.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$31,000.00			
10	1460 Dwelling Structures	\$81,500.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$139,285.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program Grant No: GA06P18850105 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
				Original	Revised	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHA Wide	Operating Fund	1406	LS	\$17,285.00				
	SUBTOTAL 1406			\$17,285.00				
	<u>FEES & COSTS</u>							
PHA Wide	a. Architects Fee	1430.1	75	\$7,500.00				
	Subtotal			\$7,500.00				
PHA Wide	b. Consultant to prepare Agency Plan	1430.2	75	\$2,000.00				
	Subtotal			\$2,000.00				
	SUBTOTAL 1430			\$9,500.00				
	<u>SITE IMPROVEMENTS</u>							
GA188-1	a. Erosion control & drainage systems	1450	LS	\$5,000.00				
GA188-2		1450	LS	\$5,000.00				
	Subtotal			\$10,000.00				
GA188-1	b. Trim trees, limbs & roots	1450	LS	\$5,000.00				
GA188-2		1450	LS	\$5,000.00				
	Subtotal			\$10,000.00				
GA188-1	c. Repair handrails @ H.C. units	1450	2	\$2,000.00				
GA188-2		1450	2	\$2,000.00				
	Subtotal			\$4,000.00				
GA188-1	d. Patch, pave, re-seal & stripe parking lots	1450	LS	\$3,500.00				
GA188-2		1450	LS	\$3,500.00				
	Subtotal			\$7,000.00				
	SUBTOTAL 1450			\$31,000.00				

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

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program Grant No: GA06P18850105 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
				Original	Revised	Funds Obligated	Funds Expended	
	<u>DWELLING STRUCTURES</u>							
GA188-1 (Phase 3)	a. Modernize kitchens to include: Replace cabinets, Replace sink and faucet, Replace range hood and vent thru roof, Install SS backsplash behind range, Replace lighting & install GFI outlets. Install pantry doors & washer/dryer connects.	1460	19	\$80,500.00				
	Subtotal			\$80,500.00				
GA188-1	b. Repair H.C. call button system	1460	1	\$1,000.00				
	Subtotal			\$1,000.00				
	SUBTOTAL 1460			\$81,500.00				
	CFP GRANT TOTAL			\$139,285.00				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: Housing Authority of the City of Lithonia, GA					<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2009	
HA Wide	Annual Statement	\$35,285.00	\$35,285.00	\$55,285.00	\$65,285.00	
GA188-1		\$30,000.00	\$0.00	\$46,000.00	\$48,000.00	
GA188-2		\$74,000.00	\$104,000.00	\$38,000.00	\$26,000.00	
CFP Funds Listed for 5-year planning		\$139,285.00	\$139,285.00	\$139,285.00	\$139,285.00	
Replacement Housing Factor Funds						

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year: <u>2</u> FFY Grant: 2006 PHA FY: 2006			Activities for Year: <u>3</u> FFY Grant: 2007 PHA FY: 2007		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	PHA-Wide	Operations	\$27,285.00	PHA-Wide	Operations	\$27,285.00
Annual	PHA-Wide	Fees & Costs	\$8,000.00	PHA-Wide	Fees & Costs	\$8,000.00
Statement		SUBTOTAL	\$35,285.00			\$35,285.00
	GA188-1	Install Brick Columns @ Porches	\$20,000.00	GA188-2	Modernize Kitchens to include:	\$84,000.00
		Repair Walls & Ceilings & Add	\$10,000.00		Replace upper & lower cabinets	
		Base Trim			Replace countertops	
		SUBTOTAL	\$30,000.00		Replace sink & faucet	
	GA188-2	Modernize Kitchens to include:	\$64,000.00		Replace range hood & vent	
		Replace upper & lower cabinets			SS backsplash behind ranges	
		Replace countertops			Replace lighting	
		Replace sink & faucet			Install GFI outlets	
		Replace range hood & vent			Replace floor tile	
		SS backsplash behind ranges			Replace pantry doors	
		Replace lighting			Install washer/dryer connections	
		Install GFI outlets			The 4 units modernized under	
		Replace floor tile			previous H.C. mod. not included.	
		Replace pantry doors			(Phase 2) 14 Units	
		Install washer/dryer connections			Install closet doors	\$20,000.00
		The 4 units modernized under			31 Units	
		previous H.C. mod. not included.			SUBTOTAL	\$104,000.00
		(Phase 1) 11 Units				
		Repair Walls & Ceilings & Add	\$10,000.00			
		Base Trim				
		SUBTOTAL	\$74,000.00			
	Total CFP Estimated Cost		\$139,285.00			\$139,285.00

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year: <u>4</u> FFY Grant: 2008 PHA FY: 2008			Activities for Year: <u>5</u> FFY Grant: 2009 PHA FY: 2009		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA-Wide	Operations	\$27,285.00	PHA-Wide	Operations	\$27,285.00
PHA-Wide	Fees & Costs	\$8,000.00	PHA-Wide	Fees & Costs	\$8,000.00
PHA-Wide	Ranges & Refrigerators	\$20,000.00	PHA-Wide	Expand Admin Area	\$30,000.00
	SUBTOTAL	\$55,285.00		SUBTOTAL	\$65,285.00
GA188-1	Install closet doors	\$38,000.00	GA188-1	Modernize bathrooms to include:	\$30,000.00
	44 Units			Install vanity w/ sink & countertop	
	Replace Water Heaters	\$8,000.00		Replace commodes	
	SUBTOTAL	\$46,000.00		Replace tub/shower	
GA188-2	Modernize bathrooms to include:	\$30,000.00		Install GFI outlets	
	Install vanity w/ sink & countertop			Install towel bar	
	Replace commodes			Install exhaust fan	
	Replace tub/shower			Replace ceramic tile	
	Install GFI outlets			The 4 units modernized under	
	Install towel bar			previous H.C. mod. not included.	
	Install exhaust fan			(Phase 1) 10 Units	
	Replace ceramic tile			Exterior brick siding repairs	\$5,000.00
	(Phase 1) 10 Units			44 Units	
	Replace Water Heaters	\$8,000.00		Repair brick screen walls	\$5,000.00
	SUBTOTAL	\$38,000.00		Replace entrance doors & hardware	\$8,000.00
				(Phase 1) 10 Units-20 Total Doors	
				SUBTOTAL	\$48,000.00
			GA188-2	Exterior brick siding repairs	\$5,000.00
				31 Units	
				Replace entrance doors & hardware	\$8,000.00
				(Phase 1) 10 Units-20 Total Doors	
				Replace screen doors	\$13,000.00
				31 Units-62 Total Doors	
				SUBTOTAL	\$26,000.00
Total CFP Estimated Cost		\$139,285.00			\$139,285.00

Annual Statement/Performance and Evaluation Report

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

PHA Name: The Housing Authority of the City of Lithonia, GA	Grant Type and Number Capital Fund Program Grant No: GA06P18850104 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:)
 Final Performance and Evaluation Report
 Performance and Evaluation Report for Period Ending: 3/31/05

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$12,502.00		\$0.00	\$0.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$9,000.00		\$0.00	\$0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$10,000.00		\$0.00	\$0.00
10	1460 Dwelling Structures	\$103,000.00		\$0.00	\$0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$134,502.00		\$0.00	\$0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) 3/31/05

Part II: Supporting Pages

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program Grant No: GA06P18850104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHA Wide	Operating Fund	1406	LS	\$12,502.00		\$0.00	\$0.00	No Progress
	SUBTOTAL 1406			\$12,502.00		\$0.00	\$0.00	
	<u>FEES & COSTS</u>							
PHA Wide	a. Architects Fee	1430.1	75	\$7,500.00		\$0.00	\$0.00	No Progress
	Subtotal			\$7,500.00		\$0.00	\$0.00	
PHA Wide	b. Consultant to prepare Agency Plan	1430.2	75	\$1,500.00		\$0.00	\$0.00	No Progress
	Subtotal			\$1,500.00		\$0.00	\$0.00	
	SUBTOTAL 1430			\$9,000.00		\$0.00	\$0.00	
	<u>SITE IMPROVEMENTS</u>							
GA188-1	Repair sidewalks	1450	LS	\$5,000.00		\$0.00	\$0.00	No Progress
GA188-2		1450	LS	\$5,000.00		\$0.00	\$0.00	No Progress
	SUBTOTAL 1450			\$10,000.00		\$0.00	\$0.00	
	<u>DWELLING STRUCTURES</u>							
GA188-1 (Phase 2)	a. Modernize kitchens to include: Replace cabinets, Replace sink and faucet, Replace range hood and vent thru roof, Install SS backsplash behind range, Replace lighting & install GFI outlets. Install pantry doors & washer/dryer connects.	1460	17	\$103,000.00		\$0.00	\$0.00	No Progress
	SUBTOTAL 1460			\$103,000.00		\$0.00	\$0.00	
	CFP GRANT TOTAL			\$134,502.00		\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) 3/31/05

Part III: Implementation Schedule

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program No: GA06P18850104 Replacement Housing Factor No:					Federal FY of Grant: 2004
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA Wide	9/13/06			9/13/08			
GA188-1	9/13/06			9/13/08			
GA188-2	9/13/06			9/13/08			

GA188-1 = 44 Units
 GA188-2 = 31 Units

Annual Statement/Performance and Evaluation Report **Based on Budget Revision #1**
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: The Housing Authority of the City of Lithonia, GA	Grant Type and Number Capital Fund Program Grant No: GA06P18850103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 3/31/05
 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	\$23,220.00		\$23,220.00	\$23,220.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$8,180.00		\$8,180.00	\$3,266.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$29,790.00		\$5,700.00	\$5,700.00
10	1460 Dwelling Structures	\$54,949.00		\$26,099.00	\$26,099.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$116,139.00		\$63,199.00	\$58,285.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

Based on Budget Revision #1

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) 3/31/05

Part II: Supporting Pages

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program Grant No: GA06P18850103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHA Wide	Operating Fund	1406	LS	\$23,220.00		\$23,220.00	\$23,220.00	Completed
	SUBTOTAL 1406			\$23,220.00		\$23,220.00	\$23,220.00	
	<u>FEES & COSTS</u>							
PHA Wide	a. Architects Fee	1430.1	75	\$5,600.00		\$5,600.00	\$2,266.00	In Progress
	Subtotal			\$5,600.00		\$5,600.00	\$2,266.00	
PHA Wide	b. Consultant to prepare Agency Plan	1430.2	75	\$2,580.00		\$2,580.00	\$1,000.00	In Progress
	Subtotal			\$2,580.00		\$2,580.00	\$1,000.00	
	SUBTOTAL 1430			\$8,180.00		\$8,180.00	\$3,266.00	
	<u>SITE IMPROVEMENTS</u>							
GA188-1	Uniform landscaping; add tree removal & trimming, apply grass seed & backfill low spots w/fungibility from 2002.	1450	44 Units	14,390.00		\$3,363.00	\$3,363.00	Add portion/ In Progress
GA188-2	Tree removal and trimming	1450	31 Units	\$3,000.00		\$2,337.00	\$2,337.00	In Progress
GA188-2	Uniform landscaping	1450	31 Units	\$9,300.00		\$0.00	\$0.00	No progress
GA188-2	Apply grass seed and back fill low spots	1450	31 Units	\$3,100.00		\$0.00	\$0.00	No progress
	SUBTOTAL 1450			\$29,790.00		\$5,700.00	\$5,700.00	
	<u>DWELLING STRUCTURES</u>							
GA188-1 (Phase 1)	a. Modernize kitchens to include: Replace cabinets, Replace sink and faucet, Replace range hood and vent thru roof, Install SS backsplash behind range, Replace lighting & install GFI outlets. Add new VCT tile w/fungibility from 2002.	1460	8	\$10,104.00		\$0.00	\$0.00	Add portion/ No Progress
	Subtotal			\$10,104.00		\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report

Based on Budget Revision #1

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) 3/31/05

Part II: Supporting Pages

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program Grant No: GA06P18850103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
GA188-2	b. Roof replacement; <i>bal of contract for 31 Total units started w/2002 funds for 19 units Through fungibility.</i>	1460	12	\$15,840.35		\$15,840.35	\$15,840.35	Completed
GA188-1	Add bal. of roof-replacement @001 with Fungibility from 2002; 14 units pd. w/50203 Funds, & 27 units pd. w/2002 funds for total Of 44 units.	1460	3	\$4,048.65		\$4,048.65	\$4,048.65	Added/ Completed
	Subtotal			\$19,889.00		\$19,889.00	\$19,889.00	
GA188-1	c. Add installation of exhaust fans, towel bars,	1460	9	\$9,373.00		\$0.00	\$0.00	Added
GA188-2	& GFI's in bathrooms w/fungibility from 2003 "50203". (Phase I)	1460	9	\$9,373.00		\$0.00	\$0.00	Added
	Subtotal			\$18,746.00		\$0.00	\$0.00	
GA188-1	d. Add w/fungibility from 2002, bal. of \$6,210.00 (retainage) on HVAC work.	1460	Retainage (2.7 units)	\$6,210.00		\$6,210.00	\$6,210.00	Added/ Completed
	Subtotal			\$6,210.00		\$6,210.00	\$6,210.00	
	SUBTOTAL 1460			\$54,949.00		\$26,099.00	\$26,099.00	
	CFP GRANT TOTAL			\$116,139.00		\$63,199.00	\$58,285.00	

