

# PHA Plans

## Streamlined Annual Version

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

OMB No. 2577-0226  
(exp. 05/31/2006)

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

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## Streamlined Annual PHA Plan for Fiscal Year: 2006

**PHA Name: Housing Authority of Conway, SC SC025**

**NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.**

## Streamlined Annual PHA Plan Agency Identification

**PHA Name:** Housing Authority of Conway, SC    **PHA Number:** SC025

**PHA Fiscal Year Beginning:** (mm/yyyy) 10/2006

**PHA Programs Administered:**

**Public Housing and Section 8**     **Section 8 Only**     **Public Housing Only**  
 Number of public housing units: 260    Number of S8 units:    Number of public housing units:  
 Number of S8 vouchers: 368

**PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

**PHA Plan Contact Information:**

Name: Sherry Joyner, Executive Director    Phone: 843-248-7327  
 TDD: South Carolina Relay Center 1-800-735-8583    Email (if available): [hac@sc.rr.com](mailto:hac@sc.rr.com)

**Public Access to Information**

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

PHA's main administrative office     PHA's development management offices

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

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection.     Yes     No.

If yes, select all that apply:

Main administrative office of the PHA  
 PHA development management offices  
 Main administrative office of the local, county or 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)

**EXECUTIVE SUMMARY**

The Authority is on schedule with its FY2005 annual plan and its FY2005-2009 five-year plan. Major accomplishments for FY2005 included:

- a. The Authority achieved high performer status for both its section 8 (SEMAP) program and its public housing (PHAS) program.
- b. The following employees obtained one or more certifications:

<b>Employee</b>	<b>Certification</b>
Sherry Joyner	Public Housing Manager Senior Public Housing Manager Section 8 Occupancy
Carol Zegarowski	Public Housing Manager Senior Public Housing Manager
Alesa Vereen	HQS Specialist Section 8 Occupancy
Twyla Kelley	Section 8 Occupancy
Patricia Hickman	Section 8 Occupancy
Brigette Langley	Advanced Housing Counselor

- c. One public housing and two Section 8 families achieved their FSS goals and received their escrow funds.
- d. The Authority closed out CFP plans (501 and 502) for FY2003 and is ahead of schedule for obligating and expending CFP funds for FY 2004 and FY 2005.

Public housing flat rents were reviewed and no changes are recommended for FY2006. Flat rents for FY2006 will be:

1BR	\$323
2BR	\$410
3BR	\$518
4BR	\$580
5BR	\$640

The Authority is and has been in full compliance with the Resident Community Service requirement of the Quality Housing and Work Responsibility Act of 1998. The Authority established and implemented Community Service Requirement policies and procedures in its FY2000 Agency Plan. During 2003 HUD suspended the requirement but re-instituted it in 2004. The Authority will ensure it continues to comply in FY2006.

Due to recent significant funding cuts in the Section 8 Housing Choice Voucher program the Authority may not be able to renew all expiring vouchers in FY2006. Since the Authority is currently over leased considering its current Section 8 Housing Choice Vouchers budget, the Authority may not renew vouchers as they expire until the program is within budget. During the budget adjustment process the Authority shall ensure that current elderly and disabled voucher families are protected against significant impacts resulting from the adjustments. The Authority will renew disabled or elderly voucher families should not doing so create an undue hardship. Should the Authority's Section 8 budget continue to be cut the Authority may be required to take additional cost reduction action such as not approving rent

increases to Landlords, not funding ports to a higher rent area unless the receiving jurisdiction agrees to absorb the voucher, and the like.

During FY2006 the Authority will develop and implement strategies for complying with project-based accounting and management. The Authority proposes to establish projects as follows:

Project A:

SC025-01 Huckabee Heights	100 Units
SC025-03 Holt Gardens	<u>40 Units</u>
	140 Units

Project B:

SC025-02 Darden Terrace	100 Units
SC025-11 Scattered Sites	<u>20 Units</u>
	120 Units

Each project will have one Property Manager and one Maintenance Mechanic. Mowing, cleaning/painting vacant units, and pest control will be handled by outside service contractors. One Resident Services Coordinator will serve both Projects.

## Streamlined Annual PHA Plan

**Fiscal Year 2006**

[24 CFR Part 903.12(c)]

### Table of Contents

[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

A.

**1. PHA PLAN COMPONENTS**

Site-Based Waiting List Policies

**903.7(b)(2) Policies on Eligibility, Selection, and Admissions**

2. Capital Improvement Needs

**903.7(g) Statement of Capital Improvements Needed**

3. Section 8(y) Homeownership

**903.7(k)(1)(i) Statement of Homeownership Programs**

4. Project-Based Voucher Programs

5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.

6. Supporting Documents Available for Review

7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report

8. Capital Fund Program 5-Year Action Plan

ATTACHMENT A: Voluntary conversion of public housing, sc025a01

ATTACHMENT B: Deconcentration and income mixing, sc025b01

ATTACHMENT C: Resident Advisory Board Members, sc025c01

ATTACHMENT D: FY2004 CFP P&E Report, sc025d01

ATTACHMENT E: FY2005 CFP P&E Report, sc025e01

### **B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

**Form HUD-50076, PHA Certifications of Compliance with the PHA Plans and Related Regulations:**

**Board Resolution to Accompany the Streamlined Annual Plan** identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

**Form HUD-50070, Certification for a Drug-Free Workplace;**

**Form HUD-50071, Certification of Payments to Influence Federal Transactions; and**

**Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.**

### **1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)**

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

**A. Site-Based Waiting Lists-Previous Year**

1.  Yes  No: Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4.  Yes  No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

**B. Site-Based Waiting Lists – Coming Year**

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 next component.

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)

## **2. Capital Improvement Needs**

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

### **A. Capital Fund Program**

1.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2.  Yes  No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability: 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.

1.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

<b>HOPE VI Revitalization Grant Status</b>	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	<input type="checkbox"/> Revitalization Plan under development <input type="checkbox"/> Revitalization Plan submitted, pending approval <input type="checkbox"/> Revitalization Plan approved <input type="checkbox"/> Activities pursuant to an approved Revitalization Plan underway

3.  Yes  No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name(s) below:
4.  Yes  No: 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:
5.  Yes  No: 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:

**3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**  
(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

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 the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

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, what is the maximum number of participants this fiscal year?

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:

c. What actions will the PHA undertake to implement the program this year (list)?

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family’s resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with



- secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

#### **4. Use of the Project-Based Voucher Program**

##### **Intent to Use Project-Based Assistance**

Yes  No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If the answer is “no,” go to the next component. If yes, answer the following questions.

- Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
  - low utilization rate for vouchers due to lack of suitable rental units
  - access to neighborhoods outside of high poverty areas
  - other (describe below):
- Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

#### **5. PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

- Consolidated Plan jurisdiction: (provide name here) State of South Carolina
- 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 on its waiting lists 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)

Preservation and rehabilitation of existing housing stock

Other: (list below)

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

The State provides technical assistance as requested by the Authority. In addition, the State provides funding opportunities on a competitive application basis.

**6. Supporting Documents Available for Review for Streamlined Annual PHA Plans**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
	Fair Housing Documentation Supporting Fair Housing Certifications: 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
	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method 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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
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 (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	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
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services	Annual Plan: Community

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	grant) grant program reports for public housing.	Service & Self-Sufficiency
<b>X</b>	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
<b>X</b>	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

**7. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Conway, SC		Grant Type and Number Capital Fund Program Grant No: SC16P025501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006
<input checked="" type="checkbox"/> Original Annual statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$44,069			
3	1408 Management Improvements	\$15,623			
4	1410 Administration	\$5,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$350,000			
11	1465.1 Dwelling Equipment—Nonexpendable	\$26,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$440,692			
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				

**7. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Conway, SC		Grant Type and Number Capital Fund Program Grant No: SC16P025501-06 Replacement Housing Factor Grant No:		Federal FY of Grant: 2006	
<input checked="" type="checkbox"/> Original Annual tatement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
	Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**7. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Housing Authority of Conway, SC			Grant Type and Number Capital Fund Program Grant No: SC16P025501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		\$44,069				
HA-Wide	Computer system upgrade and training	1408		\$3,623				
HA-Wide	Summer Programs/Resident Services	1408		\$12,000				
HA-Wide	Administration	1410		\$5,000				
SC025-03	Replace Roofs	1460	40 DU	\$100,000				
SC025-03	Renovate Bathrooms	1460	40DU	\$180,000				
SC025-03	Replace Floors	1460	40 DU	\$70,000				
HA-Wide	Replace stoves and refrigerators	1465.1	26 DU	\$26,000				

**7. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Housing Authority of Conway, SC			Grant Type and Number Capital Fund Program No SC16P025501-06 Replacement Housing Factor No:				Federal FY of Grant: 2006
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	
HA-Wide	9/30/2008			9/30/2009			
SC025-03	9/30/2008			9/30/2009			



## 8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Housing Authority of Conway, SC		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 3 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 4 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 5 FFY Grant: 2010 PHA FY: 2010
HA-Wide	Annual Statement				
1406		\$44,069	\$44,069	\$44,069	\$44,069
1408		\$16,000	\$19,123	\$18,823	\$19,123
1410		\$5,000	\$5,000	\$5,000	\$5,000
1465.1		\$26,000	\$26,000	\$26,000	\$26,000
1475		\$24,623		\$30,000	
SC025-01			\$148,500	\$316,800	\$29,700
SC025-02		\$225,000			\$316,800
SC025-03			\$198,000		
SC025-11		\$100,000			
CFP Funds Listed for 5-year plan					
Replacement Housing Factor Funds					

## 8. Capital Fund Program Five-Year Action Plan

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2007 PHA FY: 2007			Activities for Year: <u>3</u> FFY Grant: 2008 PHA FY: 2008		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
<b>See</b>						
<b>Annual</b>	HA-Wide	1406 Operations	\$44,069	HA-Wide	1406 Operations	\$44,069
<b>Statement</b>	HA-Wide	1408 Computer software/training	\$4,000	HA-Wide	1408 Computer software/training	\$7,123
	HA-Wide	1408 Summer programs/Resident Services	\$12,000	HA-Wide	1408 Summer Programs/Resident Services	\$12,000
	HA-Wide	1410 Program Administration	\$5,000	HA-Wide	1410 Program Administration	\$5,000
	SC025-11	1460 Roofs, soffits, painting, and HVAC	\$100,000	SC025-03	1460 Replace HVAC systems in 40 units	\$198,000
	SC025-02	Renovate bathrooms in one level buildings	\$225,000	SC025-01	1460 Replace HVAC systems in 30 units	\$148,500
	HA-Wide	1465.1 Replace appliances	\$26,000	HA-Wide	1465.1 Replace appliances	\$26,000
	HA-Wide	1475 Vehicles, tools and equipment	\$24,623			
Total CFP Estimated Cost			\$440,692			\$440,692

## 8. Capital Fund Program Five-Year Action Plan

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1	Activities for Year :__4__ FFY Grant: 2009 PHA FY: 2009			Activities for Year: __5__ FFY Grant: 2010 PHA FY: 2010		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
<b>See</b>	HA-Wide	1406 Operations	\$44,069	HA-Wide	1406 Operations	\$44,069
<b>Annual</b>	HA-Wide	1408 Computer software/training	\$6,823	HA-Wide	1408 Computer software/training	\$7,123
<b>Statement</b>	HA-Wide	1408 Summer Programs/Resident Services	\$12,000	HA-Wide	1408 Summer Programs/Resident Services	\$12,000
	HA-Wide	1410 Program Administration	\$5,000	HA-Wide	1410 Program Administration	\$5,000
	SC025-01	1460 Replace HVAC systems in 64 units	\$316,800	SC025-01	1460 Replace HVAC systems in 6 units	\$29,700
	HA-Wide	1465.1 Replace appliances	\$26,000	SC025-02	1460 Replace HVAC systems in 64 units	\$316,800
	HA-Wide	1475 Vehicles, tools & equipment	\$30,000	HA-Wide	1465.1 Replace appliances	\$26,000
Total CFP Estimated Cost			\$440,692			\$440,692

**ATTACHMENT A**

**Housing Authority of the City of Conway  
2303 Leonard Avenue  
Conway, SC 29527  
843-248-7327 Fax 843-248-6234**

**CERTIFICATION  
OF  
VOLUNTARY CONVERSION OF PUBLIC HOUSING DEVELOPMENTS**

**February 27, 2006**

The Housing Authority of the City of Conway hereby certifies that it has:

- Reviewed the following development's operation as public housing:
  - SC025-01
  - SC025-02
  - SC025-03
  - SC025-011
- Considered the implications of converting the above public housing development to tenant based assistance; and
- Concluded that conversion of the above development will be inappropriate because removal of the development will not meet the necessary conditions for voluntary conversions since:
  - 1) Converting to tenant based assistance will cost more than continuing to operate the developments as public housing. The residents and community overwhelmingly prefers the current public housing over tenant based assistance (Section 8);
  - 2) Residents and the community will benefit more by keeping the developments as public housing rather than converting to tenant based assistance; and
  - 3) Converting to tenant based assistance will adversely affect the availability of affordable housing in the City of Conway, SC

---

Sherry A. Joyner, Executive Director

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Date

**ATTACHMENT A**

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

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? **All four**
- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **None**
- c. How many Assessments were conducted for the PHA’s covered developments? **Four**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **None**

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

- d. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **The assessment is complete**

**ATTACHMENT B**

**HOUSING AUTHORITY OF CONWAY, SC  
FY2006 AGENCY PLAN**

**(6) Deconcentration and Income Mixing**

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

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

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>
SC025-11	20	Above 115%	Waiting list skipping

<b>Development</b>	<b>Average Incomes</b>
SC025-01	\$11,777
SC025-02	\$10,096
SC025-03	\$9,899
SC025-11	\$17,043
HA-Wide	\$11,240
85% HA-Wide	\$9,554
115% HA-Wide	\$12,926

## **Attachment C**

### **HOUSING AUTHORITY OF CONWAY, SC RESIDENT ADVISORY BOARD MEMBERSHIP**

Betty Gause, 2322-B Oak Street, Conway, SC 29526

Leo Skinner, 1127-D Duckett Street, Conway, SC 29526

Raymond Cunningham, 1139-C Duckett Street, Conway, SC 29526

Minnie Elmore, 2202-A Bayside Avenue, Conway, SC 29526

James Brown, 2311-B Leonard Avenue, Conway, SC 29526

Stacy Chestnut, 2302 Leonard Avenue, Conway, SC 29526

Trico Thompson, 2200 Bayside Avenue, Conway, SC 29526

James Robinson, 2312-B Floyd Street, Conway, SC 29526

Lora Hill, 2007-B Hucks Lane, Conway, SC 29526

## Attachment D

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> Housing Authority of the City of Conway		<b>Grant Type and Number</b> Capital Fund Program Grant No: SC16P025501-04 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> FY2004
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: March 31, 2006 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	78,655	78,655	78,655	50,000
3	1408 Management Improvements Soft Costs	16,000	11,557.97	11,557.97	11,557.97
4	Management Improvements Hard Costs				
5	1410 Administration	5,000	1,820.14	1,820.14	1,820.14
6	1411 Audit				
7	1415 Liquidated Damages				
8	1430 Fees and Costs	19,050	19,050	19,050	15,240
9	1440 Site Acquisition				
10	1450 Site Improvement				
11	1460 Dwelling Structures	248,569	259,749.34	259,749.34	129,517.56
12	1465.1 Dwelling Equipment—Nonexpendable	26,000	22,442	22,442	17,458.35
13	1470 Nondwelling Structures				
14	1475 Nondwelling Equipment				
15	1485 Demolition				
16	1490 Replacement Reserve				
17	1492 Moving to Work Demonstration				
18	1495.1 Relocation Costs				
19	1499 Development Activities				
20	1502 Contingency				
21	<b>Amount of Annual Grant (Sum of lines 1-20)</b>	393,274	393,274	393,274	225,594.02
	Amount of line 21 Related to LBP Activities				
	Amount of line 21 Related to Section 504 compliance				
	Amount of line 21 Related to Security –Soft Costs				



## Attachment D

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> Housing Authority of the City of Conway		<b>Grant Type and Number</b> Capital Fund Program Grant No: SC16P025501-04 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> FY2004	
<input type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <input checked="" type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: March 31, 2006</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of Line 21 related to Security-- Hard Costs				
	Amount of line 21 Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

## Attachment D

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>									
PHA Name: Housing Authority of The City of Conway			<b>Grant Type and Number</b>				<b>Federal FY of Grant: FY2004</b>		
			Capital Fund Program Grant No: SC16P025501-04						
			Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Units	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	LS	1406		78,655	78,655	78,655	50,000	
HA-Wide	Summer Programs	LS	1408		4,000	5,000	5,000	5,000	
HA-Wide	Security Services	LS	1408		4,000	0	0	0	
HA-Wide	Resident Services	LS	1408		4,000	6,557.97	6,557.97	6,557.97	
HA Wide	Computer Update	LS	1408		4,000	0	0	0	
HA Wide	CFP Administration	LS	1410		5,000	1,820.14	1,820.14	1,820.14	
HA Wide	A/E Fees	LS	1430		19,050	19,050	19,050	15,240	
SC025-01	Security screens and doors	DU	1460		60,000	146,429.34	146,429.34	129,517.56	
SC025-03	Security screens and doors				0	113,320	113,320	0	
SC025-01	New HVAC systems	DU	1460	28	188,569	0	0	0	
HA Wide	Replace ranges and refrigerators	LS	1465.1	26	26,000	22,442	22,442	17,458.35	



Attachment E

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of the City of Conway		<b>Grant Type and Number</b> Capital Fund Program Grant No: SC16P025501-05 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2005
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: March 31, 2006 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$88,138		0	0
3	1408 Management Improvements	\$16,000		0	0
4	1410 Administration	\$3,000		0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$307,554		0	0
11	1465.1 Dwelling Equipment—Nonexpendable	\$26,000		0	0
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$440,692		0	0
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				

Attachment E

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Housing Authority of the City of Conway		<b>Grant Type and Number</b> Capital Fund Program Grant No: SC16P025501-05 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 2005</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		\$88,138		0	0	
	Summer Programs	1408		\$6,000		0	0	
	Resident Services	1408		\$6,000		0	0	
	Computer update	1408		\$4,000		0	0	
	Administration	1410		\$3,000		0	0	
SC025-03	Comp Mod 8 Dwelling Units:							
	Replace roofs	1460	8 DU	\$20,000		0	0	
	Replace windows	1460	8 DU	\$28,000		0	0	
	Security screens	1460	8 DU	\$57,554		0	0	
	Replace exterior doors	1460	8 DU	\$16,000		0	0	
	Renovate kitchens	1460	8 DU	\$46,400		0	0	
	Renovate bathrooms	1460	8 DU	\$36,000		0	0	
	Replace floors	1460	8 DU	\$14,000		0	0	
	Replace interior doors	1460	8 DU	\$14,000		0	0	
	Patch and paint	1460	8 DU	\$12,400		0	0	
	New HVAC systems	1460	8 DU	\$39,600		0	0	
	Replace plumbing lines	1460	8 DU	\$23,600		0	0	
HA-Wide	Ranges and refrigerators	1465.1	26	\$26,000		0	0	



**Housing Authority of Conway, SC**

	<b>Account #</b>	<b>Development</b>	<b>Units</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
<b>Operations</b>	1406	HA-Wide		\$44,069	\$44,069	\$44,069	\$44,069	\$44,069
<b>Management Improvements</b>								
Summer Programs	1408	HA-Wide		\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Resident Services	1408	HA-Wide		\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Computer update	1408	HA-Wide		\$3,623	\$4,000	\$7,123	\$6,823	\$7,123
Subtotal				\$15,623	\$16,000	\$19,123	\$18,823	\$19,123
<b>Administration</b>	1410	HA-Wide		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
<b>Dwelling Structures</b>								
Roofs	1460	SC025-03	40	\$100,000				
Bathrooms	1460	SC025-03	40	\$180,000				
Floors	1460	SC025-03	40	\$70,000				
Roofs, soffits, painting, HVAC	1460	SC025-11	20		\$100,000			
One level bathrooms	1460	SC025-02	50		\$225,000			
HVAC systems	1460	SC025-03	40			\$198,000		
HVAC systems	1460	SC025-01	30			\$148,500		
HVAC systems	1460	SC025-01	64				\$316,800	
HVAC systems	1460	SC025-01	6					\$29,700
HVAC systems	1460	SC025-02	64					\$316,800
Subtotal	1460			\$350,000	\$325,000	\$346,500	\$316,800	\$346,500
<b>Dwelling Equipment</b>	1465.1	HA-Wide		\$26,000	\$26,000	\$26,000	\$26,000	\$26,000
<b>Nondwelling Equipment</b>	1475							
Vehicles, tools and equipment		HA-Wide			\$24,623		\$30,000	
<b>TOTAL</b>				\$440,692	\$440,692	\$440,692	\$440,692	\$440,692

# HOUSING AUTHORITY OF THE CITY OF CONWAY

## ASSET MANAGEMENT PLAN

### Executive Summary

February 2005

#### 1.0 PHYSICAL NEEDS

- 1.1 All Public Housing properties require comprehensive modernization
- Holt Gardens #1 priority
  - Huckabee Heights #2 priority
  - Scattered sites #3 priority
  - Darden Terrace #4 priority
- 1.2 Both Rural Development properties require comprehensive modernization
- Lee Haven #1 priority
  - Sanders Village #2 priority

#### 2.0 HOUSING NEEDS

- 2.1 Homeownership
- State, County and City's number one housing need
- 2.2 Rental
- State, County and City's number two housing need

#### 3.0 ASSET MANAGEMENT PLAN

- 3.1 Sell
- Sell selected scattered site homes SC025-11
  - Comprehensive modernize scattered site homes not sold and plan to keep them another 20 years
  - Complete sales in years 2006 - 2008
- 3.2 Demolish
- Demolish Darden Terrace SC025-02 in phases
  - Replace with single family detached homes
  - Begin in year 2008



- 3.3 Keep and Maintain to UPCS Standards, then demolish
- Keep and maintain Huckabee Heights SC025-01 to UPCS standards until 2012 then begin demolishing and replacing with single family detached homes
- 3.4 Keep and Upgrade
- Holt Gardens: Use CFP funds to upgrade
  - Lee Haven: Refinance and use equity to upgrade
  - Sanders Village: Refinance and use equity to upgrade
  - Match equity funds in Lee Haven and Sanders Village with HOME funds, four percent tax credits/bonds, or other grant/funding source.
  - Begin upgrading Holt Gardens and Lee Haven immediately
- 3.5 Form CHDO
- Use CHDO as mechanism for obtaining HOME funds
  - 15% of HOME funds can go directly to CHDO's
  - HOME funds can be used as a match with other grants (such as Rural Development homeownership and economic development) to fund homeownership programs
  - CHDO is a specialized not-for-profit
  - The organization must be a 501(c)(3) before it can apply to the State for recognition as a CHDO
- 3.6 Establish Homeownership Program
- Homeownership is the City of Conway's number one housing need and the state of South Carolina's number one housing priority
  - Form CHDO and apply for HOME funds to establish and implement a Homeownership Program
  - Develop tax credit rental single family detached homes that can be sold using a lease purchase arrangement
- 3.7 Funding Sources (Includes but is not limited to the following:)
- HOME funds
  - Homeownership Tax Credits
  - Rural Development homeownership and economic development
  - CDBG funds
  - Federal Home Loan Banks
  - South Carolina State Housing Finance and Development Authority homeownership programs
  - Public Housing Replacement Housing Factor funds
  - Public Housing Capital Fund Plan
  - South Carolina Housing Trust Funds
  - Bonds
  - Conventional financing

## **4.0 TIMETABLE**

### **4.1 Next Five Years, 2006 to 2010**

- Use CFP funds to comp mod Holt Garden SC025-03
- Form CHDO
- Develop and implement homeownership Program
- Apply for HOME, Rural Development and other homeownership grants
- Sell selected scattered site homes SC025-11
- Comprehensive modernize scattered site homes not sold and plan to keep them another 20 years
- Refinance Lee Haven and Sanders Village and use equity to modernize and upgrade
- Begin demolishing Darden Terrace SC025-02 in phases and replace with single family detached homes

### **4.2 Years Six to Ten, 2011 TO 2015**

- Complete the demolition of Demolish Darden Terrace SC025-02
- Begin demolishing Huckabee Heights SC025-01 in phases and replace with single family detached homes
- Develop tax credit rental single family detached homes in a subdivision that can be sold using a lease purchase arrangement
- Continue homeownership program

### **4.3 Years Eleven to Fifteen, 2016 TO 2020**

- Complete the demolition of Huckabee Heights SC025-01
- Continue homeownership program

**COMMUNITY SERVICE REQUIREMENT POLICY  
FOR THE HOUSING AUTHORITY OF THE CITY OF CONWAY**

**SERVICE REQUIREMENT**

Except for any family member who is an exempt individual, each adult resident of public housing must:

- 1) Contribute 8 hours per month of community service (does not include political activities); or
- 2) Participate in an economic self-sufficiency program for 8 hours per month; or
- 3) Perform 8 hours per month of combined community service and economic self-sufficiency.

**COVERED RESIDENTS**

All public housing residents between the ages of 18 and 62 years of age who are not exempt.

**EXEMPT RESIDENTS**

Any public housing resident who is:

- 1) 62 years or older;
- 2) Blind or disabled and who certifies that because of this disability she or he is unable to comply with the requirement of the policy;
- 3) Primary caretaker of a person who is 62 years or older or who is blind or disabled;
- 4) Engaged in work activities;
- 5) Engaged in a work activity under the state program funded under Part A of Title IV of the Social Security Act, or under any other welfare program of the state, including a state administered welfare-to-work program;
- 6) Member of a family receiving assistance, benefits or services under a state program funded under Part A of Title IV of the Social Security Act, or under any other welfare program of the state, including a state administered welfare-to-work program and has not been found by the state to be in noncompliance with such a program;

### **VIOLATION OF SERVICE REQUIREMENT**

Violation of the service requirement is grounds for nonrenewal of the twelve (12) months lease agreement, but not for termination of tenancy during the course of the twelve (12) months lease term.

### **COMMUNITY SERVICE**

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

### **QUALIFIED COMMUNITY SERVICE ORGANIZATIONS AND ACTIVITIES**

As a convenience to covered residents, the Housing Authority will develop, post on the Authority's bulletin boards and provide to covered residents a list of qualified organizations (and activities) that have agreed to work with residents in helping them satisfy their community service requirement. Residents are not limited to the published list and are encouraged to identify other organizations and activities. To ensure compliance with this community service policy, residents should seek the Housing Authority's approval prior to volunteering for organizations or performing activities not included on the published list. It is the Housing Authority's policy to provide great latitude in approving community service organizations and activities.

### **DETERMINING RESIDENT STATUS**

Per the Housing Authority's approved Admission and Continued Occupancy Policy (ACOP):

- The status of all applicant family members will be determined and families notified during the application process.
- During annual (or every three years for residents paying flat rents) recertifications, the status of each family member will be reviewed and determined.
- Between recertifications, residents are required to notify the Housing Authority within ten (10) days when there is a change in employment, income, family composition or welfare-to-work training or employment activities. The Housing Authority will use this information to determine changes, if any, in family member status.
- Members will be informed verbally and in writing of their community service requirement.

### **ASSURING RESIDENT COMPLIANCE**

The Housing Authority shall review and verify family compliance with service requirements annually at least thirty (30) days before the end of the twelve (12) month lease term. The Housing Authority will retain reasonable documentation of service requirement performance or exemption in resident family files.

If the Housing Authority determines that a covered family member has not complied with their service requirement, the Housing Authority will notify the family of this determination, describe the noncompliance and state the Authority will not renew the lease at the end of the twelve (12) month lease term unless:

- The family enters into an agreement with the Authority that the noncompliant family member will cure such noncompliance within the twelve (12) month term of the new lease while also satisfying the on-going service requirement.
- Or the family provides written assurance satisfactory to the Authority that the noncompliant family member no longer resides in the unit.

Families may request a grievance hearing on the Housing Authority's determination in accordance with the Authority's approved Grievance Procedure.

### **SIGNED CERTIFICATIONS**

The Housing Authority management staff will provide signed certifications of any community service activities administered by the Authority. In a similar manner, organizations other than the Authority, who administer qualifying activities must provide signed certifications.

The Housing Authority will provide covered residents with three part, prepaid post card size certification forms that the residents will present to the organization administering the qualifying activities for certification approval and signatures. The person(s) approved for signing the certifications will tear the three part, prepaid mailer form apart, give one copy to the resident, keep one copy, and drop the prepaid (and pre-addressed) part in the mail back to the Authority. The Authority will file the returned cards in each covered resident's file.

**CONWAY HOUSING AUTHORITY**

**FY 2006 FLAT RENT ANALYSIS**

February 27, 2006

	<b>1BR</b>	<b>2BR</b>	<b>3BR</b>	<b>4BR</b>	<b>5BR</b>
Current Flat Rents	\$323	\$410	\$518	\$580	\$640
Comprable Properties W A/C:					
Carolina Acres	\$425	\$475	\$525		
Crane Creek	\$419	\$439			
Gate Bay	\$390	\$435			
Oaks	\$371	\$401			
Average with A/C	\$401	\$438	\$525		
<b>Average without A/C</b>	<b>\$376</b>	<b>\$413</b>	<b>\$500</b>		
Current FMR's	\$586	\$684	\$817	\$990	
Current HA Payment Std	\$527	\$615	\$759	\$891	

No change recommended in Flat Rents at this time.

**HOUSING AUTHORITY OF THE CITY OF CONWAY**

**PROJECT PROFILE**

Development	#	Bedroom Size					Total	
		0BR	1BR	2BR	3BR	4BR		5BR
Huckabee Heights	SC25-01	2	16	24	34	20	4	100
Darden Terrace	SC25-02	3	25	22	32	16	2	100
Holt Gardens	SC25-03		24	6	8	2		40
Scattered Sites	SC25-11				15	5		20
<b>PH Totals</b>		<b>5</b>	<b>65</b>	<b>52</b>	<b>89</b>	<b>43</b>	<b>6</b>	<b>260</b>
Lee Haven			32					32
Sanders Village				16	10			26
<b>RD Totals</b>		<b>0</b>	<b>32</b>	<b>16</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>58</b>
<b>Grand Totals</b>		<b>5</b>	<b>97</b>	<b>68</b>	<b>99</b>	<b>43</b>	<b>6</b>	<b>318</b>

**FY2006 VOLUNTARY CONVERSION WORKSHEET**

**Housing Authority of the City of Conway, SC**

<b>Cost to Voucher Out</b>				
<b>BR Size</b>	<b># Units</b>	<b>FMR</b>	<b>Monthly Cost</b>	<b>Annual Cost</b>
0	5	\$513	\$2,565	\$30,780
1	65	\$586	\$38,090	\$457,080
2	52	\$684	\$35,568	\$426,816
3	89	\$817	\$72,713	\$872,556
4	43	\$990	\$42,570	\$510,840
5	6	\$1,060	\$6,360	\$76,320
			\$197,866	\$2,374,392

<b>Current Cost of Public Housing</b>					
<b>AEL</b>	<b># Units</b>	<b>Per Month</b>	<b>Per Year</b>	<b>CFP</b>	<b>Total AEL+CFP</b>
\$265.13	260	\$68,934	\$827,206	\$440,692	\$1,267,898

**Cost to Voucher Out** \$2,374,392

**Current Cost of Public Housing** \$1,267,898

**Public Housing is less**