

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

**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: Mississippi Regional Housing Authority VIII

PHA Number: MS-040

PHA Fiscal Year Beginning: 01/2000

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 2000 - 2004

[24 CFR Part 903.5]

A. Mission

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

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

The PHA's mission is: (state mission here)

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those

emphasized in recent legislation. PHAs may select any of these goals and objectives as their own or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, PHAs ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.

(Quantifiable measures include the supply of assisted housing, families served or PHAS scores)

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 93.23%)
- 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

- X- Increase voucher payment standards
Implement voucher homeownership program:
Implement public housing or other homeownership programs:
Implement public housing site-based waiting lists:
- X- Convert public housing to vouchers:
Other: (list below)

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

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

- X- Other PHA Goal/s and objectives: (List below)
***Continued application screening and strict enforcement of one strike policy (any criminal**

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

- X- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - X- Increase the number and percentage of employed persons in assisted families:
 - X- Provide or attract supportive services to improve assistance recipients' employability:
 - X- 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

- X- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - X- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

- X-** 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:
- X-** Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- X-** Other: (list below)
 - *On going self evaluation to insure equal housing opportunity for all.**

Other PHA Goals and Objectives: (list below)

**Annual PHA Plan
PHA Fiscal Year 2000**
[24 CFR Part 903.7]

Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Streamlined Plan:

X- High Performing PHA

**Small Agency (<250 Public Housing Units)
Administering Section 8 Only**

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.

EXECUTIVE SUMMARY AND PROGRESS REPORT

The Mississippi Regional Housing Authority administers approximately 2834 Section 8 certificates and 749 vouchers and 1774 units of Conventional Public Low Income Housing in 14 southern most counties of Mississippi. The administrative functions are departmentalized between six directors reporting and the Executive Director who reports to a 15-member Board of Commissioners. Department Directors are set up as follows:

- Director of Conventional Housing
- Director of Section 8
- Director of Comprehensive Grant Program and Contracting
- Director of Maintenance
- Director of Accounting
- Director of Investigations

Region VIII is proud to state that it has achieved “High Performer” status under the PHMAP guidelines for the past three years and has also been given an “Excellence in Management” award by the local HUD office showing a commitment to family safety and services. We attribute these accomplishments through strong adherence to the following management practices, listed in order of importance; as well as an excellent Management Team. Region VIII’s by far second to none as the leaders in the State and Southeast Region by being innovative, creative and operating outside the scope to create additional housing opportunities for low income families.

1. Safety and Security for Families and Communities: Region VIII has an Investigations Department made up of four full time, highly trained former police officers who have successfully curtailed drug, gang and criminal activity in all Conventional sites. Aggressive enforcement of “One Strike” and “O tolerance” has been practiced before “One Strike” was conceived. Weed out the bad element, create a safe, healthy environment for the good families. And once again our families will feel safe, secure and changing the image of Public Housing from what it is perceived to be, to what it should be. Investigation has also developed a successful housing fraud and abuse detection program resulting in the repayment of thousands of dollars in overpaid subsidies in both the Section 8 and Conventional programs.
2. Strong Policies and Policy Enforcement: Policies, rules, regulations, and procedures are constantly reviewed, revised, updated and enforced. Residents, old and

new, are constantly instructed on their responsibilities and are held responsible. Although Region VIII has a high rate of successful evictions for lease violations, we have developed four member Intervention Teams to work with, educate, instruct, provide social services, or to take the steps necessary to help the resident comply, and eviction only as last resort. Also all residents who wish to grieve any adverse action initiated by the Housing Authority, are given that right, as stated in all notices in accordance with the Authority's Grievance Procedure.

3. Maintaining decent, safe and sanitary facilities and service to the Resident. Region VIII is well aware of its responsibility to maintain its units and considers its maintenance department as the backbone of a good Housing Authority. A well trained and well equipped maintenance department is the key and as a result this Authority has consistently achieved high PHMAP scores in emergency/routine work orders and unit turnaround. In addition, Housing Quality Standards, housekeeping, facilities and systems inspections are conducted routinely throughout the year.

4. Comprehensive Grant Program: A CGP plan for the eventual complete modernization of all Conventional housing units including, central air and heat, new electrical systems, new appliances, floors, walls, bathroom fixtures and tub surrounds, roofs and exterior upgrade. This plan has been in effect for at least three years and has already produced many positive results, for example, more desirable rental units that are competitive with the private market, instills a sense of pride among residents, a more positive environment to raise children, reduction in vacancy, reduction in maintenance repairs 185 units have been completed to date.

5. Conversion of Public Housing: It is the goal if MRHA VIII to convert all Public Housing within a period of 8-10 years to open market low income rental units. This will serve Section 8 qualified families, site based assistance, or persons who may qualify as low income under HUD guidelines which establishes the income limits for the low income families.

6. MRHA VIII has already created 78 additional low income units through mixed financing:

- 13- Single family dwellings which will be easily converted to home ownership.
- 12 Unit- Apartment building which can easily compete with the private market.
- 12 Unit- 1 bedroom apartment complex exclusively for the elderly and disabled.
- 41 Unit- 2 & 3 bedroom unit Mobile Home Park for those who qualify as low income.

In addition, MRHA VIII will issue bonds for new construction and will review tax credit options to further its commitment to serve the ever growing need for affordable housing.

7. Home ownership: MRHA VIII will review its current inventory of its housing stock and will consider the sale of some of its units under home ownership to its residents. In addition, MRHA VIII will provide counseling and insure their success not their failure.

8. Employment opportunities: To seek out and employ qualified residents for employment with MRHA VIII. To provide on the job training as well as offering technical training for maintenance personnel in order to provide opportunities for advancement in their perspective fields or job responsibilities.

Annual Plan Table of Contents

[24 CFR Part 903.79 (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.

- A-** Admissions Policy for Deconcentration
- B-** FY 2000 Capital Fund Program Annual Statement
- N/A-** Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan
- 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)

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	5 Year and Annual Plans

Applicable & On Display	Supporting Document	Applicable Plan Component
	housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with Deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents x- 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 x- check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies x- check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures

Applicable & On Display	Supporting Document	Applicable Plan Component
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	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
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program check here if included in the Section 8 administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	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	2.Size	Loca-tion
Income <= 30% of AMI	22,020	5	5	5	2	2	3
Income >30% but <=50% of AMI	13,622	5	5	5	1	2	3
Income >50% but <80% of AMI	18,051	4	4	3	2	3	2
Elderly	9,032	5	5				
Families with Disabilities	3,459	5	5	5	2	3	1
Race/Ethnicity	60,506						
Race/Ethnicity	2,827						
Race/Ethnicity	638						
Race/Ethnicity	2,213						

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) Section 8 tenant-based assistance Public Housing <input checked="" type="checkbox"/> Combined Section 8 and Public Housing Public Housing Site-Based or sub-jurisdictional waiting list (optional)

Housing Needs of Families on the Waiting List			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2246		
Extremely low income <=30% AMI	594	26	
Very low income (>30% but <=50% AMI)	917	40	
Low income (>50% but <80% AMI)	35	1	
Families with children	1386	61	
Elderly families	59	2	
Families with Disabilities	371	16	
Race/ethnicity	990	44	
Race/ethnicity	1222	54	
Race/ethnicity	18	0	
Race/ethnicity	9	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	137	40	
2 BR	118	35	
3 BR	58	17	
4 BR	20	5	
5 BR	4	1	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			

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

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of

AMI in tenant-based section 8 assistance

Employ admissions preferences aimed at families with economic hardships

- Adopt rent policies to support and encourage work

Other: (list below)

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working

- Adopt rent policies to support and encourage work

Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly

- Apply for special-purpose vouchers targeted to the elderly, should they become available

Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

Seek designation of public housing for families with disabilities

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing

Apply for special-purpose vouchers targeted to families with disabilities, should they become available

- Affirmatively market to local non-profit agencies that assist families with disabilities

Other: (list below)

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

- X- 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:

- X- Funding constraints
- Staffing constraints
- X- Limited availability of sites for assisted housing
- X- Extent to which particular housing needs are met by other organizations in the community
- X- 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
- X- Results of consultation with residents and the Resident Advisory Board
- X- Results of consultation with advocacy groups
- Other: (list below)

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

Planned Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)	3,000,000	Unit Renovations
a) Public Housing Operating Fund	2,292,259	
b) Public Housing Capital Fund	1,924,706	
b) HOPE VI Revitalization	None	
b) HOPE VI Demolition	None	
b) Annual Contributions for Section 8 Tenant-Based Assistance	14,095,296	
b) Public Housing Drug Elimination Program (including any Technical Assistance funds) (Approximate)	389,400	
b) Resident Opportunity and Self-Sufficiency Grants	None	

Sources	Planned \$	Planned Uses
b) Community Development Block Grant	None	
b) HOME	None	
Other Federal Grants (list below)		
Service Coordinator "99"	31,800	Elderly Services
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FY "99" CGP MS26P040-708	3,085,355	Unit Renovations
3. Public Housing Dwelling Rental Income	1,998,165	Normal Operations
Excess Utilities	20,000	" "
4. Other income (list below)		
Charges/Misc.	200,000	" "
Interest Income	100,000	" "
4. Non-federal sources (list below)		
Total resources	27,136,981	

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)

X- When families are within a certain number of being offered a unit: (state number) **(Within 5)**

When families are within a certain time of being offered a unit: (state time)

Other: (describe)

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) ***Rent paying history**

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

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
 - Community-wide list
 - Sub-jurisdictional lists
 - Site-based waiting lists
 - Other (describe)
- b. Where may interested persons apply for admission to public housing?
 - PHA main administrative office
 - PHA development site management office
 - Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
 - 1. How many site-based waiting lists will the PHA operate in the coming year?
*N/A
 - 2. *N/A- 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. *N/A- 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
X- Two
Three or More
- b. **X-** 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 **X-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)
- X-** Emergencies
 - X-** Overhoused
 - X-** Underhoused
 - X-** Medical justification
 - X-** Administrative reasons determined by the PHA (e.g., to permit modernization work)
 - X-** Resident choice: (state circumstances below)
***Family illnesses, incentive transfers**
 - X-** Other: (list below) * **To protect residents from threat or harm based on law enforcement recommendation.**
* **To permit a family that requires a unit with accessible features to occupy such a unit.**
- b. Preferences
1. **X-** 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 program
Victims of reprisals or hate crimes
Other preference(s) (list below)
***Victim of Natural Disasters**

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)

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

Those previously enrolled in educational, training, or upward mobility program
Victims of reprisals or hate crimes
Other preference(s) (list below)

1- Victims of Natural Disaster

4. Relationship of preferences to income targeting requirements:

X- 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)

X- The PHA-resident lease

X- The PHA's Admissions and (Continued) Occupancy policy

X- 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)

X- At an annual reexamination and lease renewal

X- Any time family composition changes

X- At family request for revision

Other (list)

(6) Deconcentration and Income Mixing

a. **X-** 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. **X-** 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:

X- The PHA will employ 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: **All Development**

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: * #40-15, 40-212, 40-418, 40-425, 40-33, 40-32, 40-327, 40-1, 40-6, 40-20, 40-30, 40-26, 40-37
- 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: * #40-35, 40-36, 40-29

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) ***Families current address as shown in PHA records, Name and address (if known to the PHA) of the landlord at the families current and prior address.**

(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) ***Branch Offices**

(3) Search Time

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

If yes, state circumstances below: ***If housing is hard to find based on bedroom size and available rental units.**

(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.

2- Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 1- Working families and those unable to work because of age or disability
Veterans and veterans' families
Residents who live and/or work in your jurisdiction

- Those enrolled currently in educational, training, or upward mobility programs
 - 1- Households that contribute to meeting income goals (broad range of incomes)
 - 1- Households that contribute to meeting income requirements (targeting)
 - Those previously enrolled in educational, training, or upward mobility programs
 - 1- 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)
- X- 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
 - X- 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
 - X- Briefing sessions and written materials
 - X- Other (list below) *Notice P.I.H. 99-40 issued September 1, 1999
- 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

(A) 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---

X- 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

X- \$26-\$50

2. Yes **X-** 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 **X-** 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)

X- 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)***Results in at least a \$20.00 increase in rent.**
- 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

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

- The area's 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 (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

X- \$26-\$50

b. Yes **X-** 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

Select one) Describe the PHA’s management structure and organization.

An organization chart showing the PHA’s management structure and organization is attached.

A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

____ List Federal programs administered by the PHA, number of families served at

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1774	720 (40%)
Section 8 Vouchers	1258	
Section 8 Certificates	2324	
Section 8 Mod Rehab	60	
Special Purpose Section 8 Certificates/Vouchers (list individually)	(1-BD Rm) 21 (2-BD Rm) 55 (3-BD Rm) 34	
Public Housing Drug Elimination Program (PHDEP)	697	
Other Federal Programs(list individually)		
New Construction	100	

C. Management and Maintenance Policies

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

(1) **Public Housing Maintenance and Management.** (list below)
***Maintenance work plan, operations and procedures**

(2) Section 8 Management: (list below)

***Administrative plan and all CFR’s that apply to management of the Section 8 programs.**

6. PHA Grievance Procedures *N/A

[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)
X- PHA main administrative office
X- 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)
X- 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:

X- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) *(**J**) Annual statement/performance and evaluation report comprehensive grant program part1: summary.

-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. **X- 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:

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

-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.

X- 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 Disposition
3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:

6. Coverage of action (select one) Part of the development 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 Occupancy by families with disabilities Occupancy by only elderly families and families with disabilities
3. Application status (select one) Approved; included in the PHA’s Designation Plan Submitted, pending approval Planned application
4. Date this designation approved, submitted, or planned for submission:

(DD/MM/YY)
5. If approved, will this designation constitute a (select one) New Designation Plan Revision of a previously-approved Designation Plan?
2. Number of units affected: 7. Coverage of action (select one) Part of the development Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.79(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? Assessment underway Assessment results submitted to HUD Assessment results approved by HUD (if marked, proceed to next question) Other (explain below)
3. Yes <input type="checkbox"/> No: <input type="checkbox"/> 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) Conversion Plan in development Conversion Plan submitted to HUD on: (DD/MM/YYYY) Conversion Plan approved by HUD on: (DD/MM/YYYY) 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
<u>11. Homeownership Programs Administered by the PHA</u> [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: HOPE I 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) Approved; included in the PHA’s Homeownership Plan/Program Submitted, pending approval Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:
5. Number of units affected: 6. Coverage of action: (select one) Part of the development Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

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

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 *(N/A)

[24 CFR Part 903.7 9 (m)]

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

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

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

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).
 - Safety and security survey of residents
 - Analysis of crime statistics over time for crimes committed "in and around" public housing authority
 - Analysis of cost trends over time for repair of vandalism and removal of graffiti
 - Resident reports
 - PHA employee reports
 - Police reports

Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs

Other (describe below)

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

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

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

Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities

Crime Prevention Through Environmental Design

Activities targeted to at-risk youth, adults, or seniors

Volunteer Resident Patrol/Block Watchers Program

Other (describe below)

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

C. Coordination between PHA and the police

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

Police involvement in development, implementation, and/or ongoing evaluation

of drug-elimination plan

Police provide crime data to housing authority staff for analysis and action

Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)

Police regularly testify in and otherwise support eviction cases

Police regularly meet with the PHA management and residents

Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services

Other activities (list below)

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

D. Additional information as required by PHDEP/PHDEP Plan

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

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

[24 CFR Part 903.7 9 (d)]
14. RESERVED FOR PET POLICY

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. **X-** 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. **X-** Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes **X-** No: Were there any findings as the result of that audit?
4. Yes **X-** No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. **X-** Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management *(N/A)

[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: (provide name here)
***Biloxi, Ms., Gulfport, Ms., Pascagoula, Ms., Moss Point, Ms., Hattiesburg, Ms. State of Mississippi**

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

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

D. Other Information Required by HUD

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

Attachments

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

ADMISSIONS POLICY FOR DECONCENTRATION (Taken from ACOP/TSAP)

In compliance with the Quality Housing and Work Responsibility Act of 1998 Section 513 it is the goal of the Housing Authority to have a fair mix of families with varying incomes in each of the sites operated by the Housing Authority. This goal will be achieved by income mixing and offering incentives to higher income families. Procedures:

A) Income mixing: To insure that there is no concentration of only very-low income families or higher income families in any one site, the following guidelines have been established.

1) In each fiscal year, at least 40% of families admitted to public housing will have incomes that do not exceed 30% of the median income for the area (extremely low).

2) Skipping of families on the waiting list is permissible in order to specifically reach another family with a lower or higher income. Families will only be skipped if the vacancy in question requires a lower or higher income renter to insure a fair mix of income in the sites.

B) Incentives: In order to make public housing a more viable choice for higher income families who may otherwise be uninterested or unable to afford to remain in public housing, the following incentives have been established:

1) This Housing Authority has recognized local preference: working families.

2) In order to make public housing more affordable for working persons, and to enable higher income families to remain in public housing, the Housing Authority has adopted maximum rent limits or flat/ceiling rents. The flat/ceiling rent amounts are based on the Section 8 fair market rents for the areas.

**PHA Plan
Component 7
Table Library
Capital Fund Program Annual Statement
Parts I, II, and II**

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

Line No.	Summary by Development Account	Total Estimated
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	242,545
4	1410 Administration	243,881
5	1411 Audit	1,000.00
6	1415 Liquidated Damages	
7	1430 Fees and Costs	100,000.00
8	1440 Site Acquisition	
9	1450 Site Improvement	125,000.00
10	1460 Dwelling Structures	1,992,929.00
11	1465.1 Dwelling Equipment-Nonexpendable	70,000.00
12	1470 Nondwelling Structures	60,000.00
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	50,000.00
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	200,000.00
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	3,085,355.00
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation	

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

Table Library

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

Table Library

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

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

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

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

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

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>

Five-Year Action Plan
Part I: Summary
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (Exp. 07/31/98)

HA Name: Mississippi Regional Housing VIII	Locality (City/County & State): Gulfport, Harrison, Mississippi		Original Revision No. _____ <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="background-color: black; height: 20px; width: 100%;"></div>		
A. Development Number/Name	Work Stmt. for Year 1 FFY: <u>1999</u>	Work Statement for Year 2 FFY: <u>2000</u>	Work Statement for Year 3 FFY: <u>2001</u>	Work Statement for Year 4 FFY: <u>2002</u>	Work Statement for Year 5 FFY: <u>2003</u>
40 - 18 L. C. Jones Addition		406,465	406,465	406,465	406,465
40 - 04 Ladnier / Jones		406,465	406,465	406,465	406,465
40 - 25 W.M. Ladnier Addition		406,464	406,464	406,464	406,464
Agency Wide Unit Renovations	See	570,000	570,000	570,000	570,000
Agency Wide - Extraordinary Maintenance	Annual	150,000	150,000	150,000	150,000
(Painting units to meet requirements)	Statement				
B. Physical Improvements Subtotal		1,939,394	1,939,394	1,939,394	1,939,394
C. Management Improvements		242,545	242,545	242,545	242,545
D. HA-Wide Nondwelling Structures and Equipment		0	0	0	0
E. Administration		243,881	243,881	243,881	243,881
F. Other		351,000	351,000	351,000	351,000
G. Operations		308,535	308,535	308,535	308,535
H. Demolition		0	0	0	0
I. Replacement Reserve		0	0	0	0
J. Mod Used for Development		0	0	0	0

K. Total CGP Funds		3,085,355	3,085,355	3,085,355	3,085,355
L. Total Non-CGP Funds		0	0	0	0
M. Grand Total		2,665,604	3,085,355	3,085,355	3,085,355
Signature of Executive Director and Date: X			Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X		

Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 1 FFY: ____	Work Statement for Year <u>4</u> FFY: <u>2002</u>			Work Statement for Year <u>5</u> FFY: <u>2003</u>		
	Development Number/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/General Description of Major Work Categories	Quantity	Estimated Costs
See Annual Statement	40 - 18 L. C. Jones Addition - Interior Renovations		406,465	40 - 18 L. C. Jones Addition - Interior Renovations		406,465
	40 - 25 W. M. Ladnier Addition - Interior Renovation		406,465	40 - 25 W. M. Ladnier Addition - Interior Renovation		406,465
	40 - 04 Ladnier / Jones - Interior Renovations		406,464	40 - 04 Ladnier / Jones - Interior Renovations		406,464
	Agency Wide - Unit Renovations		570,000	Agency Wide - Unit Renovations		570,000
	Agency Wide - Painting Units to meet Requirements (Extraordinary Maintenance)		150,000	Agency Wide - Painting Units to meet Requirements (Extraordinary Maintenance)		150,000
	Subtotal of Estimated Cost			1,939,394	Subtotal of Estimated Cost	

Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 1 FFY: ____	Work Statement for Year <u>2</u> FFY: <u>2000</u>			Work Statement for Year <u>3</u> FFY: <u>2001</u>		
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Costs
See Annual Statement	Resident Initiative Coordinator - North	1	36,633	Resident Initiative Coordinator - North	1	36,633
	Data Entry Clerk (W/O System)	1	22,184	Data Entry Clerk (W/O System)	1	22,184
	Staff Development - Training / Equipment	1	15,800	Staff Development - Training / Equipment	1	15,800
	Resident Initiative Coordinator - South	1	36,633	Resident Initiative Coordinator - South	1	36,633
	HQS Inspector	1	28,569	HQS Inspector	1	28,569
	Upgrade Computers & Computer System at Central and Project Offices	1	40,000	Upgrade Computers & Computer System at Central and Project Offices	1	40,000
	Investigator - North	1	20,606	Investigator - North	1	20,606
	Investigator - South	1	42,120	Investigator - South	1	42,120

	Subtotal of Estimated Cost	242,545	Subtotal of Estimated Cost	242,545
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Facsimile form HUD-52834

(10/96)