

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

NY009w10

# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2008

**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:** Albany Housing Authority

**PHA Number:** NY009

**PHA Fiscal Year Beginning:** 07/2008

### 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)
  - Albany Community Development Agency

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2005 - 2010**  
[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)

**It is the mission of the Albany Housing Authority to consistently provide quality, affordable housing opportunities while promoting self-sufficiency to its residents and participants.**

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
    - **Complete the conversion of state assisted housing to project-based voucher program**
    - **Complete the development of Corning Homes HOPE VI Program Arbor Hill replacement housing (up to 79 rentals & 10 homeowner units), including 7 storefronts, with HOPE VI funding and other leveraged funds provided by New York State and private equity generated from federal Housing Tax Credits.**
    - **AHA continues to stabilize and revitalize the Arbor Hill community by applying to NYS DHCR and other mixed-finance sources to fund the adaptive reuse renovation of St. Joseph's Academy as 22 loft style apartments and and a 16,000 square foot commercial space for use as an arts center.**

- **AHA is working with a private developer to renovate and build 52 rental units, financed primarily by NYS DHCR, as Phase 1 of the South End Revitalization Project. AHA is working with the same developer on Phase 2, which consists of 44 rental units, 10 of which are lease-to-own, also funded primarily by NYS DHCR.**
- **AHA is working with local not for profits to seek NYS HHAP funding to develop approximately 20 rental housing units for homeless families. These units would be developed in what are now vacant buildings**

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

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score)
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
  - **AHA will close on a \$8.3 million Fannie Mae loan to supplement AHA's Capital Fund, for capital improvements to Ezra Prentice Homes (NY 9-13).**

- Demolish or dispose of obsolete public housing:
  - **Dispose of entire development at Ezra Prentice Homes (NY 9-13) to a wholly owned subsidiary of the Albany Housing Authority in order to make eligible for financing not otherwise available under current ownership structure and funding sources.**

- Provide replacement public housing:

**AHA is working with the Albany County Historical Association to rehabilitate the King's Way building on North Swan Street into one residential rental unit and office space and gift store for the Ten Broeck Mansion.**

Provide replacement vouchers:

- Other: (list below)
  - **Based on the outcome of an initial assessment of project-based budgeting & management, determine if any sites are losing revenue and for those properties that don't cover their own costs:**
    - **determine the value that the property has to the community**
    - **determine if another AHA property can absorb the shortfall**
    - **consider converting to vouchers**
    - **consider sale of the property**
    - **consider other alternatives**

- PHA Goal: Increase assisted housing choices
- Objectives:
  - Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords
  - Increase voucher payment standards
  - Implement voucher homeownership program:
  - Implement public housing or other homeownership programs:
  - Implement public housing site-based waiting lists:
    - **AHA will continue to seek State and other financing to develop programs for the construction, acquisition, or rehabilitation of single family homes for income eligible purchasers**
  - Convert public housing to vouchers:
  - Other: (list below)
    - **Continue homeownership opportunities for voucher holders, Family Self-Sufficiency (FSS) participants, and public housing residents.**
    - **Hire Homeownership Counselor (contracted) as funded by 2005 FSS award.**

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

- PHA Goal: Provide an improved living environment
- Objectives:
  - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
    - **AHA will use various financing sources (Fannie Mae loan funds, tax credit equity, bond proceeds, etc) to improve AHA developments and attract higher income households.**
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Implement public housing security improvements:
    - **Use Capital Funds to improve security using CPTED principles.**
    - **Upgrade security camera systems.**
    - **De-densify public housing developments when feasible and fungible.**
    - **Continue targeted police patrols to promote crime reduction**
    - **Continue to communicate with residents regarding security and safety issues in the sites using the AHA newsletter, rent bills, tenant groups and meetings.**
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - Other: (list below)
    - **Strive to create a stronger Resident Advisory Board to develop strategies for youth that result in partnerships and contracts with experienced youth service programs/ agencies to promote self-esteem, self-sufficiency, etc. when possible and where financially feasible.**

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - Increase the number and percentage of employed persons in assisted families:
    - **Improved promotion and utilization of the T.H.E. (TECHNOLOGY, HELP, EDUCATION) Center & CTI programs**
  - Provide or attract supportive services to improve assistance recipients' employability:
    - **Promote GED classes to encourage higher education and increased T.H.E. (Technology, Help, Education) earnings potential**
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities:
    - **Continue the Elderly Service Coordinator program**
  - Other: (list below)
    - **Continue to apply for and if awarded, administer grant programs that benefit resident self-sufficiency, training on PHA operations & management, Internet and computer skills and software programs, promote overall individual and family employability.**
    - **Continue Section 3 employment and contracting efforts on HOPE VI Phase 3 Arbor Hill construction project. , as well as on other development projects in Arbor Hill and the South End.**
    - **Explore working with the Albany Center for economic Success (the Orange St. Incubator) and other not-for-profits to market, fill, and provide support to commercial storefronts on North Swan Street.**
    - **Working with local supportive services providers to create a "drop in day care" for legally exempt day care providers as well as traditional day care providers.**

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

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

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

- **Continue to apply for all available funds & grants (HOPE VI, ROSS, CGP, CDBG, and all other applicable federal, state, local, or private funding opportunities) in as much as the funding will assist with meeting stated goals and objectives.**
- **AHA will apply for Fannie Mae Modernization Express Loan Program funds in the current Plan year for capital improvements to Ezra Prentice Homes (NY 9-13). The program is further explained below:**
- **AHA will continue to explore the redevelopment of Lincoln Square according to the Capital South Plan and prepare for that possibility by seeking mixed-finance sources to build replacement housing in the South End. The desired reuse of the site is as an educational campus that serves the immediate community as well as the City and Capital District. The secondary reuse is mixed-finance, mixed-income housing that contributes to the revitalization of the adjacent neighborhoods.**

Fannie Mae will provide at least \$1.5 billion in capital to public housing authorities to preserve and revitalize affordable public housing communities.

- The one million units in the nation's public housing stock have a capital needs backlog estimated in excess of \$23 billion.
- Current annual levels of federal appropriations of \$2.5 to \$3.0 billion for public housing capital needs may not fully cover the annual increase in modernization needs.
- Fannie Mae has created the Modernization Express Loan: a loan program that allows public housing authorities (PHAs) to borrow for revitalization activities using the promise to repay with future capital grant formula funds. The new loan tool will allow PHAs to address their recapitalization needs sooner.
- Fannie Mae is committing to expand the availability of the Modernization Express Loan product, provide more aggressive pricing for this product, and to create additional opportunities to improve the public housing stock through capital grant bond acquisitions.

AHA will administer its current programs and any special programs that may be awarded in the future with due diligence as required by the individual award agreements and ACC amendments as applicable. Current programs include those listed in this plan including but not limited to: HOPE VI revitalization, HOPE VI Neighborhood Networks, ROSS-RSDM Family, Service Coordinator, Family Self Sufficiency, Summer Food Program, Capital Fund Program, Replacement Fund Program, Federal Public Housing, Housing Choice Voucher, all special HCV programs (Shelter-Plus-Care, SRO, etc.), etc.

**Annual PHA Plan**  
**PHA Fiscal Year 2007**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

This Annual Plan represents the third year of the Authority’s second 5-Year Plan. It includes the Authority’s transition to full property based accounting & management (asset management) as defined by HUD’s new operating rule. A summary and update of our plan to implement project based accounting / asset management where it was not already in place is included as an attachment. **Attachment Identification: ny009o10**

Capital improvement and replacement housing programs will include the disposition of Ezra Prentice Homes (NY 9-13) to enable a mixed finance substantial renovations beginning in this plan year. This will consist of \$8.3 million in Fannie Mae Express Loan funds borrowed against CFP funds combined with NYS Low Income housing Tax Credits. Under HOPE VI, replacement housing development is expected to be completed in the Arbor Hill neighborhood.

AHA activities place an emphasis on its homeownership programs in the communities around public housing developments. Promoting homeownership is ongoing through the Section 8 homeownership initiatives and including Stephen Myers housing and the Frederick Douglass housing. AHA will be contracting with a homeownership counselor using FSS awarded funds specifically for that purpose to help residents and participants through the home buying steps. AHA will continue explore the redevelopment of Lincoln Square and prepare for that possibility by continuing to seek funds to build replacement housing in the surrounding community as a means to stabilize the neighborhood and stimulate private investment. Residents would benefit from relocation services and homeownership opportunities. The Lincoln site, once empty, would be redeveloped as an educational campus for local residents or as mixed-income housing that contributes to the continued revitalization of the community. This will be accomplished in accordance with the Capital South Plan, developed in consultation with



South End stakeholders and representatives. The Plan also calls for other neighborhood improvements, for example, supportive services, transportation, quality of life, and economic development.

AHA will continue to apply for additional funding for programs and pursue development funding and resident services from Federal, State, local, and private sources to the greatest extent feasible.

The Albany Housing Authority has implemented the use of the HUD form 50066, CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE OR STALKING. The Violence Against Women and Justice Department Reauthorization Act of 2005 protects qualified tenants and family members of tenants who are victims of domestic violence, dating violence, or stalking from being evicted or terminated from housing assistance based on acts of such violence against them. The Authority will make every effort to provide and/or partner with agencies or other service providers offering activities, services, or programs to children or adult victims of domestic violence, dating violence, sexual assault, or stalking, also services and programs to help obtain or maintain housing and to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

AHA has amended the ACOP and the Section 8 Administration Plan to reflect the enactment of Violence Against Women Act (VAWA) 2005 prohibiting any denial of admission to the programs and any termination of assistance, tenancy, or occupancy rights under the programs to comply with the provisions of VAWA 2005 and any future denial or termination action will comply with the provisions of VAWA 2005.

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Attachments**

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

Required Attachments:

- Admissions Policy for Deconcentration (**ny009t10**)
- FY 2007 Capital Fund Program Annual Statement
- 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 **ny009r10**
- FY 2008 Capital Fund Program 5-Year Action Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) Attachment **ny009a10 (Resident Advisory Board)** **ny009b10 (Public Hearing notice, sign in sheet, and minutes)**
- Other (List below, providing each attachment name)
  - Capital Fund Tables will be listed as attachments:

<b>ny009c10</b>	<b>2008 CFP</b>
<b>ny009d10</b>	<b>2008 RHF</b>
<b>ny009e10</b>	<b>2008 CFFP</b>
<b>ny009f10</b>	<b>2007 CFP</b>
<b>ny009g10</b>	<b>2007 RHF 2<sup>nd</sup> Increment</b>
<b>ny009h10</b>	<b>2008 RHF 2<sup>nd</sup> increment backup</b>
<b>ny009i10</b>	<b>2006 CFP</b>
<b>ny009j10</b>	<b>2006 RHF 1ST INCREMENT</b>
<b>ny009k10</b>	<b>RHF 2<sup>nd</sup> increment 2006</b>
<b>ny009l10</b>	<b>RHF 2<sup>nd</sup> increment 2006 backup</b>
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<b>ny009p10</b>	<b>Community Service</b>
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<b>ny009s10</b>	<b>PHA Certification &amp; Board Resolution</b>
<b>ny009t10</b>	<b>Deconcentration and Pet Policy</b>
<b>ny009u10</b>	<b>Section 8 Project Basing Plans</b>

**Supporting Documents Available for Review**

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	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
	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
✓	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8 <input checked="" type="checkbox"/> Included in Admin Plan	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
✓	Other supporting documents (optional) (list individually; use as many lines as necessary) <b>AHA Organizational Chart</b>	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ibility</b>	<b>Size</b>	<b>Loca-tion</b>
Income <= 30% of AMI	8271	5	4	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	4453	4	4	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	5622	3	3	N/A	N/A	N/A	N/A
Elderly	3649	2	2	N/A	N/A	N/A	N/A
Families with Disabilities	4319	3	4	N/A	N/A	N/A	N/A
African-American	7835	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic-Latino	1424	N/A	N/A	N/A	N/A	N/A	N/A
Asian-Pacific	719	N/A	N/A	N/A	N/A	N/A	N/A
American Indian-Eskimo	108		N/A	N/A	N/A	N/A	N/A
Caucasian	14635	N/A	N/A	N/A	N/A	N/A	N/A
Other	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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: 2004 HUD’s CHAS “Housing Problem Output Tables”
- 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) From City of Albany Planning Department using HUD CPD data from 2004

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

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

<b>Housing Needs of Families on the Waiting List</b> Combined PH & S8			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input checked="" type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2906		228
Extremely low income <=30% AMI	1463	50%	
Very low income (>30% but <=50% AMI)	1306	45%	
Low income (>50% but <80% AMI)	137	5%	
Families with children	1868	64%	
Elderly families	100	3%	

<b>Housing Needs of Families on the Waiting List</b> Combined PH & S8			
Families with Disabilities	775	27%	
African-American	2090	72%	
Hispanic-Latino	484	17%	
Asian-Pacific	15	.5%	
American Indian-Eskimo	18	6%	
Caucasian	698	24%	
Other	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	701	34%	148
2 BR	675	32%	36
3 BR	478	23%	28
4 BR	164	8%	12
5 BR	59	3%	4
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <b>*Section 8 wait list is closed</b> If yes: How long has it been closed (# of months)? <b>6 Months</b> Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

<b>Housing Needs of Families on the Waiting List</b> Site Base Wait List at North Albany			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input checked="" type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: North Albany (HOPE VI)			
	# of families	% of total families	Annual Turnover
Waiting list total	142		
Extremely low income <=30% AMI	120	30	

<b>Housing Needs of Families on the Waiting List</b> Site Base Wait List at North Albany			
Very low income (>30% but <=50% AMI)	257	63	
Low income (>50% but <80% AMI)	29	7	
Families with children	323	80	
Elderly families	35	9	
Families with Disabilities	104	26	
African-American	115	81%	
Hispanic-Latino			*ethnicity-not race
Asian-Pacific	2	1%	
American Indian-Eskimo	0	0	
Caucasian	25	18%	
Other	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	46	32.3%	
2 BR	46	32.3%	
3 BR	22	15.4%	
4 BR	28	19.7%	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? <b>42 months</b> Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

**NOTE: ANY OTHER SITE BASED LIST (FEDERALLY FUNDED) MUST BE CHARTED SEPARATELY**



**C. Strategy for Addressing Needs**

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

**(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2006 grants)</b>		
a) Public Housing Operating Fund	6,886,313	
b) Public Housing Capital Fund	2,234,389	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant Based Assistance	11,664,483	
f) ROSS – RSDM Family	\$	Self-Sufficiency programs for residents
g) ROSS – Neighborhood Networks	Will apply annually for maximum	Computer access & instruction for residents
<b>Other Federal Grants (List Below)</b>		
a) Community Development Block Grants		
b) HOME		
c) FSS Coordinator Renewal	144,750	
d) Replacement Housing	255,061	
e) USDA Summer Food Program	81,262	
PHDEP if available, Main Street (Hope VI) if available, any other grant that would promote AHA plan activities, if available.	AHA will apply for the maximum for grants if available	
* see below		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
1998 HOPE VI	503,839	
<b>3. Public Housing Dwelling Rental Income</b>	4,636,951	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>4. Other income</b> (list below)		
Non Dwelling	115,592	
Rooftop Rentals	106,000	
<b>5. Non-federal sources</b> (list below)		
NYS Assisted Public Housing	1,667,196	
Any available grant/loan funds that promote AHA activities	AHA will apply for the maximum allowed	
<b>Fannie Mae Modernization Express</b>	8,300,000	Supplement the Capital Fund Program and use on Capital improvements
Equity generated from Federal Low Income Housing Tax Credits	5,500,000	Use in conjunction with FM loan proceeds and FHLB NY on Ezra Prentice rehab.
Federal Home Loan Bank of NY	292,000	In conjunction with FM loan proceeds and equity on Ezra Prentice rehab.
<b>Energy Performance Contract</b>		
<b>PHASE II</b>	7,939,322	
<b>Total resources</b>	<b>50,327,158</b>	

\*NOTE: AHA will continue to apply for Fannie Mae Modernization Express loan funds to revitalize its current public housing stock. If necessary, AHA will apply annually beginning 2005 and as needed until its capital improvement goals are met.

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
  - Within 90 days
- 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) Credit History, personal/character references, home visits

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 (AHA used Plan B for the community-wide list)
- Sub-jurisdictional lists
- Site-based waiting lists (for HOPE VI sites: North Albany (one list) NY 9-23,24,25 & 26)
- 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)
  - AHA Website

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

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

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

If yes, how many lists?

\* the site based lists are a part of an approved HUD site based plan for the HOPE VI developments.

3.  Yes  No: May families be on more than one list simultaneously

If yes, how many lists? 2 (when all are not closed) \*Persons must apply for the site based lists individually when the list is open.

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA: Site based wait lists afford one offer only.

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)
  - Domestic Violence, witness protection, and other special cases with E.D. written approval
  - Incentive moves at the discretion of the E.D. (federal P.H. to federal P.H. program only). NOTE: Incentive moves may be made from a state housing site to a federal site only if the resident applicant qualifies as a new move in under current Federal income and eligibility criteria and vice versa (except for state housing project-based voucher units)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
  
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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



- At the discretion of the Executive Director eligible persons in a witness protection program, victims of domestic violence, etc. may be housed ahead of any other person on the waiting list. Approval must be in writing.

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

1 Date and Time

Former Federal preferences:

- 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
- 2  Residents who live and/or work in the jurisdiction
- 3  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)
  - 1 - Clients in Operation Safe Home
  - 1 - Witness protection program clients

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

Other source (list)

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

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)
  - When AHA determines a possible discrepancy in reporting

**(6) Deconcentration and Income Mixing**

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

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

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

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

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

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

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

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

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

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

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

### B. Section 8

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

#### (1) Eligibility

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

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

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

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

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

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

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

**(2) Waiting List Organization**

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

- None
- Federal public housing  Federal moderate rehabilitation
- Federal project-based voucher 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)
  - From the AHA website

**(3) Search Time**

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

If yes, state circumstances below:

- **As a reasonable accommodation for the disabled**

**(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)
  - HIP participants with a maximum of 20 annually (Homeless Intervention Program)
  - At the discretion of the Executive Director, persons in a witness protection program and/or victims of domestic violence may be housed ahead of any other person on the wait list.

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

- Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability **1**
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs **2**
- 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) **1**
  - HIP participants with a maximum of 20 annually (Homeless Intervention Program)

- At the discretion of the Executive Director, persons in a witness protection program and/or victims of domestic violence may be housed ahead of any other person on the wait list.
- 

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

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

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

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

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

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

**(5) Special Purpose Section 8 Assistance Programs**

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

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)
  - S8 newsletter and AHA website

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

- Through published notices
- Other (list below)
  - S8 newsletter
  - Direct mailing to applicants on waiting list
  - AHA website

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option



- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)
  - Anytime the family experiences a change in income other than employment of a family member who has never worked or anytime family composition changes.

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

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The section 8 rent reasonableness study of comparable housing
  - Survey of rents listed in local newspaper
  - Survey of similar unassisted units in the neighborhood
  - Other (list/describe below)  
AHA staff knowledge of the neighborhoods

**B. Section 8 Tenant-Based Assistance**

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

- FMRs are adequate to ensure success among assisted families in the PHA’s segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard

- Reflects market or submarket
- Other (list below)

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

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

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

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached. **ny009n09**
- A brief description of the management structure and organization of the PHA follows:

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	1998	228
Section 8 Vouchers	1762 (tenant-based)	181
Section 8 Mod Rehab	101	12
Special Purpose Section 8 Certificates/Vouchers (list individually) <b>Yr 20 Mainstream with Disabilities</b>	75	0
Other Federal Programs(list individually)		
<b>Shelter Plus Care</b>	132	13
<b>Project-based Vouchers</b>	426	22

**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.

- Public Housing Maintenance and Management: (list below)
  - Admissions and Continued Occupancy Policy,
  - Maintenance Manual,
  - Preventive Maintenance Manual,
  - Security Policy,
  - Utility Policy, Air Conditioner Policy
  - Section 8 Management: (list below)
    - Administrative Plan

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

**B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

**A. Capital Fund Activities**

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

**(1) Capital Fund Program Annual Statement**

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

Select one:

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

ny009c10	2008 CFP
ny009d10	2008 RHF
ny009e10	2008 CFFP
ny009f10	2007 CFP
ny009g10	2007 RHF 2 <sup>nd</sup> Increment
ny009h10	2008 RHF 2 <sup>nd</sup> increment backup
ny009i10	2006 CFP
ny009j10	2006 RHF 1ST INCREMENT
ny009k10	RHF 2 <sup>nd</sup> increment 2006
ny009l10	RHF 2 <sup>nd</sup> increment 2006 backup
ny009m10	RHF 2005
ny009n10	RHF 2004

-or-

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

**(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

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

-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)

**\*Note: AHA will continue to apply for Fannie Mae Modernization Express Program Loans during the next 5 years and possibly each year covered by the Plan. These and other capital improvement funds will be used to perform capital improvement needs at Ezra Prentice Homes (NY 9-13) and major capital improvement needs at other sites.**

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

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

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

1. Development name: North Albany – Corning Homes
2. Development (project) number: formerly NY 9-2,
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 – Final phases of off-site replacement housing are in progress.

- 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:
  - **AHA may apply annually for HOPE VI funds for one of the following developments: NY 9-4, 9-11, 9-12, 9-1 depending on grant criteria and other financial considerations.**

- 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:
  - **Approximately 79 units: The first phase consists of 54 new-built one, two, three, and four units on vacant land in scattered clusters throughout the Arbor Hill neighborhood. Funding sources are from \$2,350,000 HOPE VI, \$250,000 PHA Replacement Housing, \$6,040,000 tax credit equity \$1,800,000 Housing Trust Fund. All 54 units will be ACC operating under the 60% AMI tax credit regulations. Phase two will consist of approximately 25 new and rehabilitated historic units and storefronts on one commercially zoned block of North Swan Street. Funding sources are \$2,250,000 HOPE VI, \$1.2 million PHA Replacement Housing (RHF), and \$200,000 permanent loan. 19 units will be ACC at 80% AMI and 6 units will be non-restricted AMI market rate units. Both phases will be completed by December 31, 2006 and fully rented by March 2007. Swan Street Homes, LLC is the Partnership, Swan Street Homes, HDFC is the general/managing partner, and Albany Housing Authority is the managing agent under contract with the HDFC.**
  - **Using Fannie Mae Modernization Express funds of \$8.3 million, Ezra Prentice Homes (NY 9-13) will be renovated and operated as a wholly owned subsidiary of AHA under the NYS LIHTC program.**

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.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Ezra Prentice Homes 1b. Development (project) number: NY 9-13
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>7/15/2008</u>
5. Number of units affected: <b>179</b>
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 10/1/2008 b. Projected end date of activity: 10/01/2010

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (j)]

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



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

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

2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

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

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

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset

Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

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

**NOTE: AHA HOMEOWNERSHIP PROGRAMS**

AHA is currently administering four non-public housing, NY State and privately financed homeownership programs: The Section 8 Homeownership Program, the Stephen Myers Affordable Housing Program (Arbor Hill, The South End Homebuyer Program (SHARP), and Lark Drive Development Program.

All programs, with the exception of the Section 8 Homeownership program, will be completed by December 2007. AHA plans to develop additional programs in the coming years.

**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: Helping our clients achieve self-sufficiency through Home ownership is a major initiative of the Albany Housing Authority. Twenty-seven participants in the Section 8 Department's Home ownership Program have already closed on homes of their own. Another three clients are activity searching for just the right home.

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:

- **FSS participants and disabled persons. See Admin Plan Homeownership description in attachment ny009107 Admin Plan – HCV**

**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)
  - Partner agency for ROSS activities for TANF recipients

**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  
\*residents of Creighton Storey Homes who need to relocate due to modernization/renovations at the site
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
ROSS –RSDM Programs T.H.E. (TECHNOLOGY, HELP, EDUCATION) Center- 200 Green St. Albany, NY 12202 *job search, employment training, resume writing, GED, basic computer & word processing	300 annually	TANF, in need of self sufficiency assistance	AHA T.H.E. (TECHNOLOGY, HELP, EDUCATION) Center at 200 So. Pearl St., other referrals of p.h. residents	Public Housing
Computer Technology Classes (via Federal Neighborhood Networks grants) Community Classrooms 220 Green St., Albany, 12202	12+ per session 60+ annually	Registered residents from a waiting list	<i>T.H.E. (TECHNOLOGY, HELP, EDUCATION) Center at 200 So. Pearl St., other referrals of p.h. residents.</i>	Public Housing.
HOPE VI Neighborhood Networks Program	250+ annually	HOPE VI residents and relocated HOPE VI HCV Holders	North Albany YMCA beginning Spring 2006	Both
Family Self Sufficiency Program 200 South Pearl Street, Albany, 12202	125+ annually	FSS contracted participants only	T.H.E. (TECHNOLOGY, HELP, EDUCATION) Center, Main Office 200 So. Pearl St	Section 8
Homeownership Programs	25 annually	Income eligible	Main office, T.H.E. (TECHNOLOGY, HELP, EDUCATION) Center, City of Albany Home Store	Both
Elderly Service Coordinator	300+ annually	Federal residents who are elderly and/or disabled and in need of assistance	Westview, Ida Yarbrough	Public Housing

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

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2006 Estimate)	Actual Number of Participants (As of: 01/31/2006)
Public Housing	N/A	N/A
Section 8	110	118

**Note: AHA has graduated 170 FSS participants and anticipates graduating an additional 6 through June 30, 2008.**

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

If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

- NY 9-1 Robert Whalen, NY 9-4 Lincoln, NY 9-5 Ida Yarbrough

**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)

- All developments



**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: **270 North Pearl, 1 Lincoln Square, 2 Lincoln Square, 3 Lincoln Square, Robert Whalen Homes and 680 Central Avenue**
- 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 officers in residence at the following addresses: 20 Rensselaer, 200 Green Street, 220 Green Street, 230 Green Street, 260 North Pearl, 270 North Pearl, 1 Lincoln Square, 2 Lincoln Square, 3 Lincoln Square, Robert Whalen Homes and 680 Central Avenue. The above addresses were chosen based on the needs assessment due to the criminal activities within the neighborhood of its location.**

- 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)
  - **AHA and Police have arrangement for police patrols in and around sites on an as needed basis. AHA provides workspace in its main office for coordination of assignments.**

1. Which developments are most affected? (list below)
- **Assigned on an as-needed basis where incident reports show need.**

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

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

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

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)] (See attachment: ny009t10)

### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

### **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

### **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

3.  Yes  No: Has the PHA included descriptions of asset management activities in the Public Housing Asset Management Table?  
**See Attachment ny009o10 – PBA Plan for 2007**

**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)
    - **ny009b10Public comment and Public Hearing Minutes**
  - 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) **Candidates are nominated by public housing residents only**

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) **Any legal adult resident of public housing (federal or state)**

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) **Any legal adult resident of public housing (federal or state)**

**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: **City of Albany, New York**

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  - Federal , state and local grant applications included but not limited to: ROSS, Neighborhood Networks, HOPE VI development, disposition, demolition, FSS Coordinator and FSS Homeownership Counseling, Homeownership programs, technical assistance, job development and training, educational services and programs (GED, etc.), financial applications (tax credit programs, low or no interest loans, financial grant, bonds, loans, set asides, mixed financing transactions, tenant programs and services, summer food program, any program, service, grant, etc that benefits the residents and participants of AHA programs to promote self sufficiency and resident participation.

Other: (list below)

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

- The City of Albany supports the goals and objectives of Albany Housing Authority to provide quality affordable housing for low and moderate income residents. Albany supports all efforts to improve the housing stock using Capital funds, bonds, mixed-income, and any special financing programs, such as from the Fannie Mae Modernization Express, federal and state grant and loan programs, etc. The City supports income mixing and deconcentration efforts where needed as well as the provision of self-sufficiency programs for the residents and participants of AHA programs. The 5-Year Plan and Annual Update is consistent with the City’s Consolidated Plan’s goals and objectives.

**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.

**Full list of attachments:**

- ny009a10 Resident Advisory Board**
- ny009b10 Public Hearing notice and sign in sheet**
- ny009c10 2008 CFP**
- ny009d10 2008 RHF**
- ny009e10 2008 CFFP**
- ny009f10 2007 CFP**
- ny009g10 2007 RHF 2<sup>nd</sup> Increment**
- ny009h10 2008 RHF 2<sup>nd</sup> increment backup**
- ny009i10 2006 CFP**
- ny009j10 2006 RHF 1ST INCREMENT**
- ny009k10 RHF 2<sup>nd</sup> increment 2006**
- ny009l10 RHF 2<sup>nd</sup> increment 2006 backup**
- ny009m10 RHF 2005**
- ny009n10 RHF 2004**
- ny009o10 AHA PBA Plan**
- ny009p10 Community Service**
- ny009q10 Certifications**
- ny009r10 Organizational Chart**
- ny009s10 PHA Certification & Board Resolution**
- ny009t10 Pet Policy**
- ny009u10 Section 8 Project Basing Plans**

**Albany Housing Authority  
Resident Advisory Board Members**

**Robert Whalen Homes**

Tilisa Morgan

**Westview Tenant Association**

Al Johnson

**Townsend Park Tenant**

Ron Scott

**Lincoln Square Tenant Assoc.**

Mrs. Rosetta Scott Foster

**Steamboat Square Tenant**

George Marbley

James Best

Barbara Best

**Ezra Prentice Tenant Association**

Ms. Michelle Tucker

**Creighton Storey**

Mary Ann Hines

**Ida Yarbrough**

Clint Avent

Crystal Jones- Jackson

**North Albany**

Arvella Farrow

Shirley Bradley

Deborah Mohammed

**Section 8**

Edna Lanier

**\*\*Tenant Commissioner\*\***

Melvenia Jenkins

Surraine Thomas

## AHA RESIDENT ADVISORY BOARD

Mr. Longo conducted three (3) meetings with the Resident Advisory Board to go over the 2008 Fiscal year Annual Plan. Listed below are comments and/or suggestions made:

### Goals

- Mr. Longo reviewed AHA Goals to expand the supply of assisted housing, specifically the completion of our replacement housing in Arbor Hill.
- ✚ Ron Scott stated he would like to see a church in one of the storefront properties in Arbor Hill.
- ✚ The board was very please with AHA's plans to expand the supply of assisted housing.

### Safety

- Mr. Longo reviewed Safety
- ✚ Ron Scott and Melvenia Jenkins made comment regarding increasing the number of camera's in the developments.

Mr. Longo went over the Annual Plan with the RAB in its entirety no specific question or comments made at the meeting.

**RAB MEETING  
FEBRUARY 20, 2008  
ATTENDANCE LIST**

NAME	ADDRESS	PHONE	E-MAIL
<del>General</del> Gerald	2601 85th St	729-5084	
Debra Williams (Muhamed)	8 New Hope Terrace	209-1659-0 / 434-1557-	debra.williams@verizon.net
Rosetta Scott-	1/2 Lincoln Square	4498629 / 376 0273	chrissthat@yahoo.com
Rose Scott	55 RUTLAND AVE 533	493-0059 or 229-3105	RSCOTT930@AOL.COM
Arevela Farnbur	9 Jennings dr.	415-0494	vellafricali@yahoo.com
Edna Lavier	8 Larrow Ave, 12204	433-8338	n
Mary Lynn Finer	1644 Windrose Blvd	449-5645	
Mybelena Jenkins	166 Skane #2	427-6511	
Barbara Best	50 Broadview St #15D	301-41883	
Lynn Best	90 Rimmick St 5B	465-2124	
Shirley Bradley	48 Jennings Drive	3083007	bshirley49@gmail.com

Next Mtg. 3/5 @ 6pm-



RAB MEETING  
 MARCH 5, 2008  
 ATTENDANCE LIST

NAME	ADDRESS	PHONE	E-MAIL
Crystal Jones-Jackson	260 North Pearl St	709-5084	
Burman Boat	30 Renwick St Apt 30	513-41157	
Lynn Boat	90 Renwick St Apt 30	465-8128	
For Scott	45-24th St 5D	229-3105	escott930@cox.com
Rosetta Scott	Lincoln Sq. E	498029	ethr1sthat@yahoo.com
Mark Harris	1641 Grand Ave Apt 16	376-0273	not presently
Michelle Tucker	625-m So. Pearl St.	427-8031	
Thelma Jenkins	166 Grand Ave #c	427-6511	
Survaine Thomas	53 Peter Sinsper St	799-2447	hessingstomas@yahoo

( 20<sup>th</sup> or 17<sup>th</sup> )

RAB MEETING  
 MARCH 20, 2008  
 ATTENDANCE LIST

NAME	ADDRESS	PHONE	E-MAIL
Ron Scott	45 LENOX AVE 5-D Evan Prentice	543-0059	
Michael Tucker	625-m So. Pearl St.	(518) 424-8031	
<del>Robert</del> Mrs Rosetta Scott	108 W. 1st Ave Apt 11	518/449-5645	
James Rust	1E Lincoln Square (518)	449-8629	ethis@state.gov.com
Melvenia Jenkins	20 Remondelton St 5D	518/465-2128	
Shirley Bradley	166 3rd Ave	427-6511	
	48 Jennings Drive	322-3328	bshirley19@gmail.com

Please Run in TU on February 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup>, 2008

1. For the Legal Ad Section

**Notice of Public Hearing**

Albany Housing Authority will hold a public hearing on March 25, 2008 at 5:30 PM in the community room at 200 So. Pearl Street to hear comments on its Annual Plan Update to its 5-Year Plan for the upcoming fiscal year 2008-2009.

The Annual Plan Update and attachments will be available for public review during regular business hours on February 13, 2008 for the duration of the comment period. A copy of the plan will also be available for review at each AHA management office for its federal sites.

Comments may be submitted prior to the public hearing. Comments may be mailed to AHA, 200 So. Pearl St., Albany, NY 12202-1834; emailed to [info@albanyhousing.org](mailto:info@albanyhousing.org); or faxed to 518-641-7544. Please put "Annual Plan Comments" in the subject line. Attendees to the hearing will be required to sign in.

Victor Cain, Chairman  
Steven T. Longo, Executive Director  
Equal Housing Opportunity

2008 APR -3 PM 12: 05

Notice of Public Hearing

Albany Housing Authority will hold a public hearing on March 25, 2008 at 5:30 PM in the community room at 200 So. Pearl Street to hear comments on its Annual Plan Update to its 5-Year Plan for the upcoming fiscal year 2008-2009.

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Victor Cain, Chairman  
Steven T. Longo, Executive Director  
Equal Housing Opportunity

TU 31 (86706)

A. D. COOPER  
M. J. SAMSON

STATE of NEW YORK

City and County of Albany



ss:

of the City of Albany, being duly sworn, says that he/she is Principal Clerk of the TIMES UNION, a daily newspaper printed in the County of Albany, Town of Colonie and published in the County of Albany, Town of Colonie and the City of Albany, a foresaid and that notice of which a printed copy is annexed, has been regularly published in the said ALBANY TIMES UNION,        times a week for        successive weeks, 3 times commencing on the 7<sup>th</sup> day of FEB., 2008

A.D. Cooper FEB. 7, 8 & 9

Sworn to before me, this 2  
day of April, 2008

JODI M. BURICK  
Notary Public, State of New York  
No. 4898040  
Qualified in Albany County 2009  
Commission Expires October 19,       

Jodi M. Burick  
Notary Public  
Albany County

Albany Housing Authority Annual Public Hearing  
 March 25, 2008 at 5:30 P.M.

Sign In sheet

NAME	ADDRESS	PHONE	E-MAIL
Barbara Best	20 Pennsylv St 1A	578-	
Barbara Best	20 Pennsylv St. Apt D	512-1415	
James D. McLaughlin	230 Green #11G	518-463-5622	
Georgina Colon	Lincoln Sq. #12B	462-0947	
Suzanne Thomas	53 Pieter Schuyler Ct	518.542.4129	blessingstomas@yahoo.com
Melvenia Jenkins	166 3rd Ave # C	427-6571	
Arvella Farrow	9 Jennings Dr.	465-0494	
Laura Moody	AHA		
Vicki Cain	AHA	365-8517	
Chiquita D'Arbeau	200 S. Pearl St.	641-7518	

**March 25, 2008 – Annual Plan Public Hearing  
200 South Pearl Street**

Chairman Victor Cain opened the public hearing at 5:45 P.M.

In Mr. Longo's absence the Chairman conducted the meeting.

**The following comments were made:**

**Security:**

Residents requested additional camera's and police presence within the developments.

**Response:**

The Chairman assured their concerns were being taken in to consideration and the Authority has taken and will continue to take every step necessary to improve the safety and the quality of life for our residents and the community.

*Discussion:*

Residents discussed creating a Neighborhood watch in the development does not have one.

*Response:*

The Chairman encouraged their ideas and commended them taking pride in their community and communicating with management their concerns.

Meeting adjourned @ 6:32 P.M.

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

**PART I: Summary**

<b>PHA Name</b>	<b>Grant Type and Number</b>	<b>Federal FY of Grant</b>
Albany Housing Authority	Grant Fund Program Grant No.: NY06P00950108 Replacement Housing Factor Grant No.:	2008
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement/Revision Number _____	<input type="checkbox"/> Performance and Evaluation Period Ending
<input type="checkbox"/> Final Performance and Evaluation Report		

Line No.	Summary by Development Account	Total Estimated Cost Revised (1)		Total Actual Cost (2)
		Original	Revised (1)	
1	Total Non-CFP Funds			
2	1406 Operations (May not exceed 10% of line 20)	\$ 500		-
3	1408 Management Improvements (Soft Costs)	\$ 323,031	\$ -	-
	1408 Management Improvements (Hard Costs)			
4	1410 Asset Management Fee	\$ 229,664	\$ -	
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	\$ 122,195	\$ -	
8	1440 Site Acquisition			
9	1450 Site Improvements	\$ 14,500	\$ -	
10	1460 Dwelling Structures	\$ 791,402		
11	1465.1 Dwelling Equipment--Nonexpendable	\$ 16,000	\$ -	
12	1470 Nondwelling Structures	\$ 97,081	\$ -	
13	1475 Nondwelling Equipment			
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1498 Development Activities			
19	1502 Contingency (may not exceed 8% of line 20)			
20	9000 Debt Service	\$ 702,271	\$ -	
21	Amount of Annual Grant (sum of lines 2-19)	2,296,644	-	
	Amount of line X Relating to LBP Activities	\$ -		
	Amount of line X Relating to Section 504 Compliance	\$ -		
	Amount of line X Relating to Security (Soft Costs)	\$ -		
	Amount of line X Relating to Security (Hard Costs)			
	Amount of line X Relating to Energy Conservation Measures			
	Collateralization Expense or Debt Service			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement    (2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date: *Steven Longo*    7/1/2008    Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Page 1 of 8

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

Development Number/Name IIA-Wide Activities  
 Federal FY of Grant  
 2008

Development Number/Name IIA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Grant Type and Number		Status of Proposed Work (2)
				Original	Revised (1)	
				Total Estimated Cost		Total Actual Cost
				Funds Obligated (2)	Funds Expended (2)	
NY9-1	Remove and Replace Exterior Balconies and Stairs	1460	0.024 Job	\$368,402		
Robert	Pointing	1460	0.25 Job	\$25,000		
Whalen	Cap Laterals, City Water @ Main	1450	0.25 Job	\$9,500		
Homes	City Sewer Improvement to Prevent Shop Flooding	1470	0.5 Job	\$44,000		
	Install Security Cameras Bldg 285 and 275	1460	0.25 Job	\$5,000		
	Smoke Detectors in Bedrooms	1460	0.005 Job	\$10,000		
	<b>Sub-Total:</b>			<b>\$461,902</b>		
	<b>A&amp;E Fees</b>	<b>1430</b>		<b>\$ 36,452</b>		
	<b>PHA Inspection/Need Assess/Specification Preparation</b>	<b>1430</b>		<b>\$ 500</b>		
NY 9-3	Replace Fire Alarm System	1460	0.5 Job	\$450,000		
Steamboat	Replace Compactor 200 Green Street	1465	1 Job	\$16,000		
Square HR	Laundry Accessible/Common Space	1470	1 Job	\$32,081		
	Renovate 200 Green Lease Space	1470	1 Job	\$20,000		
	Replace 230 Green Trash Lift	1460	1 Job	\$54,000		
	Smoke Detectors in Bedrooms	1460	1 Job	\$1,000		
	Stone Window Sill Repairs 20 Renss 200,220,230 Green	1460	0.75 Job	\$30,000		
	<b>Sub-Total:</b>			<b>\$603,081</b>		
	<b>A&amp;E Fees</b>			<b>\$ 48,246</b>		
	<b>PHA Inspection/Need Assess/Specification Preparation</b>	<b>1430</b>		<b>\$ 500</b>		
NY9-4	Fire Alarm System Upgrades	1460	0.2 Job	\$100,000		
Lincoln	Elevator Controls	1460	0.05 Job	\$100,000		
Park	Smoke Detectors in Bedrooms	1460	0.5 Job	\$35,000		
Homes	High Voltage Elec Repair/Upgrade Switchgear	1460	0.005 Job	\$2,000		
	LBP Testing	1430	1 Job	\$200		
	Install Tub Surrounds	1460	Apts.	\$4,000		
	Roof Replacement 2 Lincoln	1460	Bldg.	\$500		
	Ventilation for Maintenance Shop 1 Lincoln	1470	1 Job	\$1,000		
	Replace Elevator Cab Ceilings	1460	1 Job	\$1,000		
	<b>Sub-Total:</b>			<b>\$243,700</b>		
	<b>A&amp;E Fees</b>			<b>\$ 19,496</b>		
	<b>PHA Inspection/Need Assess/Specification Preparation</b>	<b>1430</b>		<b>\$ 500</b>		

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date  
*Stewart Longo* 7/1/2008

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date



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

Development Number/Name HA-Wide Activities	Albany Housing Authority			Grant Type and Number			Federal FY of Grant
	General Description of Major Work Categories	Dev Account Number	Quantity	Replacement Housing Factor Grant No.: NY06P00950108		Status of Proposed Work (2)	
				Total Estimated Cost	Total Actual Cost		
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)
NY9-5L Ida Yarbrough Homes	Rework Storm Drainage West Foundation Bldg 3,4,5 Replace Roofs Sub Total A&E Fees	1450 1460	0.05 Job 0.05 Job	\$5,000 \$15,000 \$20,000 \$ 1,600 \$ 500			
	<b>PHA Inspection/Need Assess/Specification Preparation</b>	<b>1430</b>					
NY9-5H Ida Yarbrough Highrise	Elevator Controls Replace Fire Alarm System and Emergency Call Sub Total A&E Fees	1460 1460	0.03 Job 0.03 Job	\$10,000 \$15,000 \$25,000 \$ 1,500 \$ 500			
	<b>PHA Inspection/Need Assess/Specification Preparation</b>	<b>1430</b>					
NY 9-7 Westview Homes	Upgrade Elevator Controls to AC Replace Fire Alarm System Sub Total A&E Fees	1460 1460	0.1 Job 0.1 Bldg	\$20,000 \$40,000 \$60,000 \$4,300 \$ 500			
	<b>PHA Inspection/Need Assess/Specification Preparation</b>	<b>1430</b>					
NY 9-11 Steamboat Square Townhouses	Smoke Detectors Replace Exterior Concrete Entrance Stairs with Precast Sub Total A&E Fees	1460 1460	Job 0.05 Job	\$500 \$3,000 \$3,500 \$230 \$ 50			
	<b>PHA Inspection/Need Assess/Specification Preparation</b>	<b>1430</b>					
NY 9-12 Steamboat Historic Townhouses	Replace Interior Passage Doors w/Solid Core Hardboard Replace Closet Doors w/Solid Core Hardboard Install Heavy Duty Window Balancers Replace Apartment Floors Replace Bathrooms Replace Kitchens Install Smoke Detectors Sub Total A&E Fees	1460 1460 1460 1460 1460 1460 1460	0.5 Job 0.5 Job 0.5 Job 0.06 Job 0.025 Job 0.02 Job 0.06 Job	\$12,000 \$8,000 \$12,000 \$5,000 \$5,000 \$5,000 \$5,000 \$52,000 \$3,160 \$ 500			
	<b>PHA Inspection/Need Assess/Specification Preparation</b>	<b>1430</b>					

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

*Stevie Longo*  
 7/1/2008

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

Part II: Supporting Pages

Development Number/Name IIA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Grant Type and Number			Federal FY of Grant
				Replacement Housing Factor Grant No.: NY06P00950108			
				Total Estimated Cost	Revised (1)	Total Actual Cost	
		Original	Funds Obligated (2)	Funds Expended (2)	Status of Proposed Work (2)		
NY9-13 Ezra Prentice Homes	See Capital Fund Borrowing Program	1460	1 Job	\$0	-		2008
NY 9-22 Scattered Sites	PHA Inspection/Need Assess/Specification Preparation	1430		\$ 500	-		
PHA Wide	Debt Service Payment	9000		\$702,271	-		
	Sub Total A&E Fees						
	Sub Total A&E Fees						

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

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

Signature of Executive Director and Date

*Steven J. Longo*  
 7/1/2008

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

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

PHA Name		Albany Housing Authority		Grant Type and Number			Federal FY of Grant	
Development Number/Name		General Description of Major Work Categories		Grant Fund Program Grant No.: NY06P00950108			2008	
HA-Wide Activities				Replacement Housing Factor Grant No.:				
				Total Estimated Cost		Total Actual Cost		
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	Status of Proposed Work (2)
9-1		<b>Management Improvements</b>						
		1408	Computer software upgrade	\$13,000				
		1408	Project Based Budgeting Assistance	\$5,664				
		1408	Police Patrol	\$11,310				
9-3		1408	Computer software upgrade	\$5,915				
		1408	Project Based Budgeting Assistance	\$182				
		1408	Police Patrol	\$910				
9-4		1408	Computer software upgrade	\$3,770				
		1408	Project Based Budgeting Assistance	\$116				
		1408	Police Patrol	\$580				
9-5		1408	Computer software upgrade	\$2,665				
		1408	Project Based Budgeting Assistance	\$82				
		1408	Police Patrol	\$410				
		1408	9-5 Community Center Staff	\$22,000				
9-13		1408	Computer software upgrade	\$6,890				
		1408	Project Based Budgeting Assistance	\$212				
		1408	Police Patrol	\$1,060				
9-7		1408	Computer software upgrade	\$32,760				
		1408	Project Based Budgeting Assistance	\$1,008				
		1408	Police Patrol	\$5,040				
		1408	9-7 Community Center Staff	\$40,925				
		1408	LBP training	\$0				
		1408	Maintenance mgt improvements	\$0				
		1408	Partnership Process	\$0				
		1408	Utility Conservation Program	\$0				
			Sub-Total:	\$154,499				

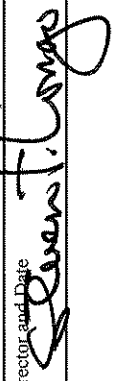
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date: Stewart Long 7/1/2008

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Page 5 of 8

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

Albany Housing Authority			Grant Type and Number				Federal FY of Grant
Development Number/Name HA-Wide Activities			Grant Fund Program Grant No.: NY06P00950108 Replacement Housing Factor Grant No.:				2008
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Total Estimated Cost			Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	
	Asset Management Fee	1410		\$229,664	222,816	125,150.47	
	Sub-Total:			\$229,664	222,816	125,150.47	

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(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

PHA Name	Albany Housing Authority	Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FY of Grant					
			Original	Revised (1)	Actual (2)	Original		Revised (1)	Actual (2)			
			8/18/2010			8/18/2012						
NY9-1	Robert Whaten Homes											
NY9-2	Edwin Corning Homes	No work items										
NY9-3	Steamboat Square Hi-Rise		8/18/2010				8/18/2012					
NY9-4	Lincoln Park Homes		8/18/2010				8/18/2012					
NY9-5H	Ida Yarbrough Homes Hi-Rise		8/18/2010				8/18/2012					
NY9-5L	Ida Yarbrough Homes Low-Rise		8/18/2010				8/18/2012					
NY9-7	Westview Homes		8/18/2010				8/18/2012					
NY9-11	Steamboat Square Townhouses		8/18/2010				8/18/2012					
NY9-12	Steamboat Square Historic Rehabs		8/18/2010				8/18/2012					
NY9-13	Ezra Prentice Homes		8/18/2010				8/18/2012					
NY9-22	Scattered Sites Replacement		8/18/2010				8/18/2012					
PHA	Wide Capital Fund Borrowing		8/18/2010				8/18/2012					

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 Signature of Executive Director and Date

7/1/2008

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

*Steven J. Gandy*

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

PHA Name	Albany Housing Authority	Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FY of Grant
			Original	Revised (1)	Original	Revised (1)	
			Actual (2)	Actual (2)	Actual (2)	Actual (2)	
		Maintenance Response Initiative	8/18/2010		8/18/2012		2008
		Computer software upgrade	8/18/2010		8/18/2012		
		LBP training	8/18/2010		8/18/2012		
		Maintenance mgt improvements	8/18/2010		8/18/2012		
		Operations Management Improvement	8/18/2010		8/18/2012		
		Project Based Budgeting Consulting	8/18/2010		8/18/2012		
		Partnership Process	8/18/2010		8/18/2012		
		PHA wide Police Patrol	8/18/2010		8/18/2012		
		Tenant Newsletter	8/18/2010		8/18/2012		
		Tenant Security Patrol	8/18/2010		8/18/2012		
		Utility Conservation Program	8/18/2010		8/18/2012		
		Tenant Relations Training	8/18/2010		8/18/2012		
		9-5 Community Center Staff	8/18/2010		8/18/2012		
		9-5 Community Center Coordinator	8/18/2010		8/18/2012		
		PHAS Consultant	8/18/2010		8/18/2012		
		PHAS Deficiencies	8/18/2010		8/18/2012		

(1) To be completed for Performance & Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date *S. West Longo* 7/1/2008

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

**PART I: Summary**

<b>PHA Name</b>	<b>Grant Type and Number</b> Grant Fund Program Grant No.: Replacement Housing Factor Grant No.: NY06R00950108	<b>Federal FY of Grant</b> 2008
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement/Revision Number _____	<input type="checkbox"/> Performance and Evaluation Period Ending
<input type="checkbox"/> Final Performance and Evaluation Report		

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 10% of line 20)				
3	1408 Management Improvements (Soft Costs)				
4	1408 Management Improvements (Hard Costs)				
5	1410 Administration				
6	1411 Audit				
7	1415 Liquidated Damages				
8	1430 Fees and Costs				
9	1440 Site Acquisition				
10	1450 Site Improvements				
11	1460 Dwelling Structures				
12	1465.1 Dwelling Equipment--Nonexpendable				
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	1498 Development Activities	\$ 240,405			
20	1502 Contingency (may not exceed 8% of line 20)	\$ -	\$ -	\$ -	\$ -
	Amount of Annual Grant (sum of lines 2-19)	\$ 240,405	\$ -	\$ -	\$ -
	Amount of line X Relating to LBP Activities	\$ -	\$ -	\$ -	\$ -
	Amount of line X Relating to Section 504 Compliance	\$ -	\$ -	\$ -	\$ -
	Amount of line X Relating to Security (Soft Costs)	\$ -	\$ -	\$ -	\$ -
	Amount of line X Relating to Security (Hard Costs)	\$ -	\$ -	\$ -	\$ -
	Amount of line X Relating to Energy Conservation Measures	\$ -	\$ -	\$ -	\$ -
	Collateralization Expense or Debt Service	\$ -	\$ -	\$ -	\$ -

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement    (2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date: *Stewart Longo*    7/1/2008    Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

PHA Name		Albany Housing Authority		Grant Type and Number			Federal FY of Grant
Development Number/Name HA-Wide Activities		General Description of Major Work Categories	Dev Account Number	Quantity	Total Estimated Cost	Grant Fund Program Grant No.:	2008
					Original	Replacement Housing Factor Grant No.:	
					Revised (1)	Total Actual Cost	
					Funds Obligated (2)	Funds Expended (2)	
							Performance and Evaluation Period Ending
9-30	Scattered Site	Acquisition & rehabilitation of 2 units	1498	2 units	\$240,405		Reallocated to HOPE VI replacement housing, Phase IIB, approved by HUD. Work began December 2007 in Arbor Hill.

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date  
*Stevie Florsgo* 7/1/2008

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date



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

PHA Name	Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FY of Grant			
		Original	Revised (1)	Actual (2)	Original		Revised (1)	Actual (2)	
		10/29/2011					10/28/2013		
Albany Housing Authority	NY9-30 Scattered Site						2008	Replacement Housing Factor Grant No.: NY06R00950108	Reasons for Revised Target Dates (2)

(1) To be completed for Performance & Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date  
*Steve Longo* 7/1/2008

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

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

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

PHA Name: NY009 Albany Housing Authority

Grant Type and Number  
Capital Fund Program Grant No:  
Replacement Housing Factor

Federal FY of  
Grant:  
Cap Fund  
Borrowing

Original Annual Statement     Reserve for Disasters / Emergencies     Revised Annual Statement

Performance and Evaluation Report for Period Ending     Final Performance and Evaluation Report

Revision Number

**Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report**

**Summary by Development Account**

Line No.	Description	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	165,130			
8	1440 Site Acquisition				
9	1450 Site Improvement	845,000			
10	1460 Dwelling Structures	7,891,194			
11	1465.1 Dwelling Equipment—Nonexpendable	88,175			
12	1470 Nondwelling Structures	41,250			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service	476,745			
20	1502 Contingency	0			
21	Amount of Proposed Project: (sum of lines 2 – 20)	9,507,494			
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				

This project is subject to the approval of the Capital Funds Financing.

(374,394)

# Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

## Part II: Supporting Pages

PHA Name: NY009 Albany Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:		Federal FY of Grant: Capital Fund Borrowing				
Development Number Name/HA-Wide	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	
	<b>Fees and Costs</b>			129,130				
	<b>Subtotal 1430</b>			<b>129,130</b>				
	<b>Monitoring Fees</b>							
	Asbestos Monitoring - Transite & Flooring Removal Kitch Renov	1430		\$ 36,000				8,554,461
	<b>Subtotal 1430</b>			\$ 36,000				
	<b>Sitework</b>							
	Site Work (Includes spring at 635 and 637 L&M)	1450	Job	\$ 415,000				
	Remove Existing and Install new Fencing @ Yards	1450	Job	\$ 400,000				
	Repair hillside entrance bridges	1450	Job	\$ 25,000				
	Site Sign	1450	Job	\$ 5,000				
	<b>Subtotal 1450</b>			<b>845,000</b>				
	<b>Dwelling Structures</b>							
	Roofing Hill - 37,260 x \$4.54/s.f. (25 yr. warranty expires 2018)	1460		\$ 169,160				
	Siding (Vinyl) Includes Insulation	1460		\$ 442,200				
	Windows - Commercial Vinyl	1460		\$ 472,500				
	Fire Rating Soffit Over 2nd Floor Windows	1460		\$ 33,600				
	Additional Asbestos (Panel Caulk Track, Hill Door Caulk)	1460		\$ 134,500				
	Prime Entrance Doors (258 total @ \$950 ea.)	1460		\$ 245,100				
	Storm Doors (\$302 ea.)	1460		\$ 78,000				
	Remove Balconies	1460		\$ 128,000				
	Façade Improvements	1460		\$ 240,000				
	Canopies - Rebuild	1460		\$ 189,000				
	Kitchens (Cabinets, Plumbing, Electrical, Wall Changes)	1460		\$ 1,093,500				
	Washer Hookups (170 @ \$850)	1460		\$ 145,000				
	Remove Transite Board in Kitchens	1460		\$ 350,000				
	Encapsulate Floor Tile (Asbestos Conditions -155,000 sf.)	1460		\$ 111,600				
	Upgrade HC apts for 504 compliance (10 apts @ \$25,000 ea.)	1460		\$ 250,000				
	Page Subtotal for 1460			\$ 3,720,560				

# Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

## Part II: Supporting Pages

PHA Name: NY009 Albany Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:		Federal FY of Grant: Capital Fund Borrowing				
Development Number Name/HA-Wide	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	
	<b>Dwelling Structures (Cont'd)</b>							
	Closet Doors - Solid Core 6 panel hardwood			\$ 193,375				
	Passage Doors - Solid core 6 panel hardwood & hardware (185 ea.)		592 doors	\$ 109,520				
	Access panels - track(79) hill duplex(72) (10%) (\$250 ea.)		15 apts.	\$ 3,775				
	Ceiling Drywall @ access panels(10% \$63ea)(			\$ 1,500				
	VCT (88,000 s.f. Track, 111,000 s.f. Hill)			\$ 304,000				
	Cove Base			\$ 77,500				
	Vinyl Stair Treads, Risers (Treads - \$75,000, Risers - \$40,000)			\$ 114,000				
	Paint entire unit			\$ 179,000				
	Heating - Cast Aluminum Covers (10,908 LF x \$35/LF)			\$ 190,900				
	Replace Apt. Mailbox w/Clusters(\$1,250 +\$1,000conc.= \$2,250)		Bldg	\$ 36,000				
	Mini Blinds			\$ 40,000				
	A/C Sleeves			\$ 89,500				
	Dryer Hook up (\$850 per unit x 170)			\$ 145,450				
	Remove 15 yr Boilers install new			\$ 1,110,000				
	Install sumps in Hillside crawl spaces (3/ Bldg \$8,000/Bldg)		8 Bldgs.	\$ 64,000				
	Sprinklers			\$ 700,000				
	Fire Alarm (88,128s.f. Track + 111,780s.f. Hill \$1.75/s.f.)			\$ 349,839				
	Smoke Detectors - 2 Halls & Bdrms - See Fire Alarm above			\$ 72,000				
	Add new Cable TV outlet Living Room and Master Bedroom			\$ 40,275				
	Install wired doorbells (\$225/unit x 179 units)			\$ 50,000				
	Security Lighting & New Pole Lights (\$30,000) Parking Lots			\$ 300,000				
	Transformers - relocate, upgrade (3 replaced, new pad mtd switch, 3 branch switches)			\$ 4,170,634				
	Plus Prior Page Subtotal for 1460			3,720,560				
	<b>Subtotal 1460</b>			\$ 7,891,194				
	<b>Dwelling Equipment</b>							
	Ranges		1465	\$ 58,175				
	Security Cameras		1465	\$ 30,000				
	<b>Subtotal 1465</b>			\$ 88,175				

## Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: NY009 Albany Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:		Federal FY of Grant: Capital Fund Borrowing				
Development Number Name/HA-Wide	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	
	<b><u>Non-Dwelling Structures</u></b>							
	Widen Community Room Rear Concrete Entrance Walk		1470	\$ 5,000				
	Community Room Maint Entrance Remodeling		1470	\$ 17,500				
	Community Room Kitchen		1470	\$ 6,000				
	Community Rm Floor Repair Substrate (\$2.25/s.f.) Install new tile(\$2/s.f.)		1470	\$ 12,750				
	Paint Community Room		1470	\$ 2,000				
	Manager's office and maint. shop bathroom - renovate (\$3,000 ea.)		1470	\$6,000.00				
	<b>Subtotal 1465</b>			<b>\$ 41,250</b>				
	<b><u>Contingency</u></b>							
	Contingency					0		
	<b>Subtotal 1502</b>					<b>0</b>		
	<b><u>Collateralization or Debt Service</u></b>							
	Reserve Deposit					350.871		
	Capitalized Interest					125.874		
	<b>Subtotal 1501</b>					<b>476,745</b>		
	<b>GRAND TOTAL</b>					<b>9,507,494</b>		



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

**PART I: Summary**

PHA Name: **Albany Housing Authority**  
 Grant Type and Number: **Grant Fund Program Grant No.: NY06P00950107**  
 Replacement Housing Factor Grant No.: **2007**

Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number \_\_\_\_\_  
 Final Performance and Evaluation Report  Performance and Evaluation Period Ending 12/31/2007

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)		Obligated
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 10% of line 20)	\$ 201,001			
3	1408 Management Improvements (Soft Costs)	\$ 323,031	\$ -	\$ 141,011	
4	1408 Management Improvements (Hard Costs)	\$ 222,816	\$ -	222,816	125,150.47
5	1410 Administration				
6	1411 Audit				
7	1415 Liquidated Damages				
8	1430 Fees and Costs	\$ 58,220	\$ -		
9	1440 Site Acquisition				
10	1450 Site Improvements	\$ 35,300	\$ -		
11	1460 Dwelling Structures	\$ 604,714	\$ -		
12	1465.1 Dwelling Equipment--Nonexpendable	\$ 9,455	\$ -		
13	1470 Nondwelling Structures	\$ 62,581	\$ -		
14	1475 Nondwelling Equipment	\$ 15,000	\$ -		
15	1485 Demolition				
16	1490 Replacement Reserve				
17	1492 Moving to Work Demonstration				
18	1495.1 Relocation Costs				
19	1498 Development Activities				
20	1502 Contingency (may not exceed 8% of line 20)				
21	9000 Debt Service	\$ 702,271	\$ -	363,827	125,150
	Amount of Annual Grant (sum of lines 2-19)	\$ 2,234,389	\$ -		
	Amount of line X Relating to LBP Activities	\$ -	\$ -		
	Amount of line X Relating to Section 504 Compliance	\$ -	\$ -		
	Amount of line X Relating to Security (Soft Costs)	\$ -	\$ -		
	Amount of line X Relating to Security (Hard Costs)				
	Amount of line X Relating to Energy Conservation Measures				
	Collateralization Expense or Debt Service				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance and Evaluation Report  
 Signature of Executive Director and Date: \_\_\_\_\_ 12/31/2007  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date: \_\_\_\_\_



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

Development		Albany Housing Authority			Grant Type and Number			Federal FY of Grant	
Number/Name	HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	Status of Proposed Work (2)
				Total Estimated Cost		Total Actual Cost			
NY9-1	Robert Whalen Homes	Remove and Replace Exterior Balconies and Stairs New Playground Repave Parking Lots/Restripe Cap Laterals, City Water @ Main Install A/C Day Care/Manager's Office Manager Office Improvements City Sewer Improve Prent Shop Flood	1460 1450 1450 1450 1470 1470 1470	0.34 Job 0.027 Job 0.003 Bldgs 0.5 Job Job Job Job	\$174,946 \$500 \$9,300 \$19,000 \$500 \$3,500 \$5,000 <b>\$212,746</b> <b>\$ 17,020</b>				Schematic Report in Progress Move to a future year Move to a future year Move to a future year Move to a future year Move to a future year Move to a future year
NY 9-3	Steamboat Square HR	Relocate Greenhouse Laundry Accessible/Common Space Renovate 200 Green Lease Space Replace Large Slider Windows 20 Renss. 200 & 220 Green Smoke Detectors in Bedrooms Replace Carpet with VCT 20 Rensselaer	1470 1470 1470 1460 1460 1460	Job 1 Job Job Apts. Job Job	\$500 \$32,081 \$20,000 \$50,748 \$1,000 \$150,000 <b>\$254,329</b> <b>\$ 20,346</b>				Greenhouse dismantled. Move to a future year Move to a future year Complete Move to a future year Move to a future year
NY9-4	Lincoln Park Homes	Parking Lot/Install Trench Basin Repair Coping Courtyard Walls Fire Alarm System Upgrades Computer Hardware High Voltage Elec Repair/Upgrade Switchgear LBP Testing Install Tub Surrounds Ventilation for Maintenance Shop 1 Lincoln Replace Elevator Cab Ceilings	1450 1460 1460 1475 1460 1430 1460 1470 1460	0.4 Job Job 0.2 Job Job Job Apts. Job Job	\$6,500 \$500 \$100,000 \$5,000 \$2,000 \$200 \$4,000 \$1,000 \$1,000 <b>\$120,200</b> <b>\$ 9,616</b>				Move to a future year Move to a future year In progress Move to a future year As needed (Move to a future year) As needed (Move to a future year) Move to a future year Move to a future year
NY9-5L	Ida Yarbrough Homes	Repoint Masonry Site Wide	1460	0.041 Job	\$7,040 <b>\$7,040</b> <b>\$ 563</b>				Move to a future year



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

Part II: Supporting Pages

Albany Housing Authority		Grant Type and Number		Federal FY of Grant	
Development Number/Name		Grant Fund Program Grant No.: NY06P00950107		2007	
HA-Wide Activities		Replacement Housing Factor Grant No.:			
General Description of Major Work Categories	Dev Account Number	Quantity	Total Estimated Cost		Status of Proposed Work (2)
			Original	Revised (1)	
		Total Actual Cost			
		Funds Obligated (2)	Funds Expended (2)		
NY9-5H Ida Yarbrough Highrise	1465	Job	\$10,000 \$10,000 \$ 800		Move to a future year
NY 9-7 Westview Homes	1460 1460	Job 1 Bldg	\$1,000 \$85,000 \$86,000 \$6,880		Move to a future year Move to a future year
NY 9-11 Steamboat Square Townhouses	1460	Job	\$500 \$500 \$40		Move to a future year
NY 9-12 Steamboat Historic Townhouses	1460 1430 1460 1460 1460 1460 1460 1465	0.003 Job Job Job Job Job Job Job Job	\$3,120 \$1,160 \$10,000 \$1,700 \$5,000 \$1,500 \$5,000 \$9,455 \$36,935 \$2,955		Move to a future year Move to a future year Move to a future year Move to a future year Move to a future year Move to a future year Move to a future year Move to a future year Refrig installed with Energy Perform.
NY9-13 Ezra Prentice Homes	1460	1 Job	\$0		Preparing Mixed Finance Proposal
NY 9-22 Scattered Sites			- - - -		

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

12/31/2007

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

Albany Housing Authority		Grant Type and Number				Federal FY of Grant
Development Number/Name HA-Wide Activities		Grant Fund Program Grant No.: NY06P00950107 Replacement Housing Factor Grant No.:				2007
General Description of Major Work Categories		Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
		Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PHA Wide	Debt Service Payment					Preparing Mixed Finance Proposal
			Sub Total A&E Fees	\$702,271	-	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
Signature of Executive Director and Date 12/31/2007

(2) To be completed for the Performance and Evaluation Report  
Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

Part II: Supporting Pages

PHA Name

Development Number/Name HA-Wide Activities	Albany Housing Authority	General Description of Major Work Categories	Dev Account Number	Quantity	Grant Type and Number			Federal FY of Grant	
					Replacement Housing Factor Grant No.: NY06F00950107		Status of Proposed Work (2)		
					Total Estimated Cost	Total Actual Cost			
					Revised (1)	Funds Obligated (2)	Funds Expended (2)		
		<b>Management Improvements</b>							
		Computer software upgrade	1408		\$65,000				In progress
		LBP training	1408		\$0				
		Maintenance mgt improvements	1408		\$0				
		Operations Management Improvement	1408		\$2,000				In progress
		Partnership Process	1408		\$0				
		PHA wide Police Patrol	1408		\$130,000		97,221		In progress
		Tenant Newsletter	1408		\$10,000				In progress
		Tenant Security Patrol	1408		\$53,106				In progress
		Utility Conservation Program	1408		\$0				
		9-7 Community Center Staff	1408		\$40,925		43,790		In progress
		9-5 Community Center Staff	1408		\$22,000				In progress
		PHAS Consultant	1408		\$0				
		PHAS Deficiencies	1408		\$0				
		Sub-Total:			\$323,031		141,011		In progress
		<b>Administration</b>							
		Mod Coordinator, Sr. Supt Construction, Field Construction Monitor, Accountant (33%)	1410		\$222,816		222,816	125,150.47	In progress
		Sub-Total:			\$222,816		222,816	125,150.47	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date

12/31/2007

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

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

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

PHA Name	Albany Housing Authority	Grant Type and Number		Federal FY of Grant		
		Grant Fund Program Grant No.: NY06P00950107				
		Replacement Housing Factor Grant No.:				
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates (2)	
	Original	Revised (1)	Actual (2)	Original		Revised (1)
NY9-1 Robert Whalen Homes	8/18/2009			8/18/2011		
NY9-2 Edwin Corning Homes No work items						
NY9-3 Steamboat Square Hi-Rise	8/18/2009			8/18/2011		
NY9-4 Lincoln Park Homes	8/18/2009			8/18/2011		
NY9-5H Ida Yarbrough Homes Hi-Rise	8/18/2009			8/18/2011		
NY9-5L Ida Yarbrough Homes Low-Rise	8/18/2009			8/18/2011		
NY9-7 Westview Homes	8/18/2009			8/18/2011		
NY9-11 Steamboat Square Townhouses	8/18/2009			8/18/2011		
NY9-12 Steamboat Square Historic Rehabs	8/18/2009			8/18/2011		
NY9-13 Ezra Prentice Homes	8/18/2009			8/18/2011		
NY9-22 Scattered Sites Replacement	8/18/2009			8/18/2011		
PHA Wide Capital Fund Borrowing	8/18/2009			8/18/2011		

(1) To be completed for Performance & Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

12/31/2007

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

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

PHA Name	Albany Housing Authority	Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FY of Grant	
			Original	Revised (1)	Actual (2)	Actual (2)		
			8/18/2008	8/18/2008	8/18/2010	8/18/2010		
Maintenance Response Initiative							2007	Reasons for Revised Target Dates (2)
Computer software upgrade								
LBP training								
Maintenance mgt improvements								
Operations Management Improvement								
Partnership Process								
PHA wide Police Patrol								
Tenant Newsletter								
Tenant Security Patrol								
Utility Conservation Program								
Tenant Relations Training								
9-5 Community Center Staff								
9-5 Community Center Coordinator								
PHAS Consultant								
PHAS Deficiencies								

(1) To be completed for Performance & Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date 12/31/2007 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

**PART I: Summary**

<b>PHA Name</b>	<b>Grant Type and Number</b>	<b>Federal FY of Grant</b>
	Grant Fund Program Grant No.:	2007
	Replacement Housing Factor Grant No.: NY06R00950107	
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Performance and Evaluation Period Ending
<input type="checkbox"/> Final Performance and Evaluation Report	<input type="checkbox"/> Revised Annual Statement/Revision Number _____	12/31/2007

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)
		Original	Revised (1)	
1	Total Non-CFP Funds			
2	1406 Operations (May not exceed 10% of line 20)			
3	1408 Management Improvements (Soft Costs)			
4	1408 Management Improvements (Hard Costs)			
5	1410 Administration			
6	1411 Audit			
7	1415 Liquidated Damages			
8	1430 Fees and Costs			
9	1440 Site Acquisition			
10	1450 Site Improvements			
11	1460 Dwelling Structures			
12	1465.1 Dwelling Equipment--Nonexpendable			
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	1498 Development Activities	\$ 255,061		132,460
20	1502 Contingency (may not exceed 8% of line 20)			
	Amount of Annual Grant (sum of lines 2-19)	\$ 255,061	\$ -	\$ 132,460
	Amount of line X Relating to LBP Activities	\$ -		
	Amount of line X Relating to Section 504 Compliance	\$ -		
	Amount of line X Relating to Security (Soft Costs)	\$ -		
	Amount of line X Relating to Security (Hard Costs)			
	Amount of line X Relating to Energy Conservation Measures			
	Collateralization Expense or Debt Service	\$ -		

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date: \_\_\_\_\_ 12/31/2007 \_\_\_\_\_  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

**Part II: Supporting Pages**

PHA Name		Albany Housing Authority				Grant Type and Number			Federal FY of Grant	
Development Number/Name		General Description of Major Work Categories		Dev Account Number	Quantity	Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	Performance and Evaluation Period Ending
9-30	Scattered Site	Acquisition & rehabilitation of 2 units		1498	2 units	\$255,061				2007
Grant Fund Program Grant No.: NY06R00950107 Replacement Housing Factor Grant No.: NY06R00950107 Total Estimated Cost: _____ Total Actual Cost: _____										
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement Signature of Executive Director and Date: _____ 12/31/2007										
(2) To be completed for the Performance and Evaluation Report Signature of Public Housing Director/Office of Native American Programs Administrator and Date: _____										

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

PHA Name	Albany Housing Authority	Development Number/Name HA-Wide Activities	NY9-29 Scattered Site	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FY of Grant	Reasons for Revised Target Dates (2)		
				Original	Revised (1)	Actual (2)	Original			Revised (1)	Actual (2)
				10/29/2011			10/28/2013				

(1) To be completed for Performance & Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date  
 12/31/2007

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date





2007 JUL 27 11:15

U.S. Department of Housing and Urban Development  
Buffalo Office  
465 Main Street  
Buffalo, New York 14203-1780  
(716) 551-5755

*SR*

JUL 18 2007

*cc. file  
Damen  
Laura  
Mike.*

Mr. Steve Longo  
Executive Director  
Albany Housing Authority  
4 Lincoln Square  
Albany, NY 12202-1834

Dear Mr. Longo:

Subject: 2<sup>nd</sup> Segment RHF due to the demolition of 100 units at NY 9-3

This is in response to your request for approval of a Replacement Housing Factor (RHF) Plan for the Albany Housing Authority for the second 5-year increment (Fiscal Years 2007-2011), submitted on January 29, 2007.

I am pleased to advise you that your RHF plan for the second 5-year increment of RHF funding is hereby approved. Pursuant to 24 CFR 905.10(i)(2)(ii), your PHA is eligible for continued RHF funding during this second 5-year period beginning in Fiscal Year 2007. This approval is contingent upon obtaining substantial leveraging of non-public housing funds as referenced in your RHF plan. If you fail to obtain the additional funds, all of the RHF grants for the second 5-year increment will be recaptured.

My staff will be monitoring your PHA's progress in developing public housing replacement units according to your plan and schedule.

According to your plan, you will submit a development proposal on September 29, 2011 to the HUD Field Office. October 29, 2011 will be the Obligation Start Date for each of the five annual RHF grants and the Obligation End Date will be October 28, 2013. The expenditure deadline for all of your second increment RHF funding is October 28, 2015.

If you have additional questions concerning this matter, please contact Mark Courtney at (716) 551-5755, extension 5428.

Sincerely,

*John E. Spilman*  
for Joan K. Spilman  
Director  
Office of Public Housing, 2CPH



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# *Albany Housing Authority*

---

Steven T. Longo - Executive Director  
Barry J. Romano - Deputy Director

January 29, 2007

Ms. Joan Spilman, Director  
Office of Public Housing  
U.S. Department of Housing and Urban Development  
465 Main Street, Lafayette Court  
Buffalo, New York 14203-1780  
Attn: Mr. Mark Courtney

Re: Replacement Housing Factor Plan Second Increment, 2007

Dear Ms. Spilman,

We are submitting subject plan for your review and approval. This is for the one hundred (100) ACC units to be developed to replace those in NY 9-3, Steamboat Square High Rise building at 159 Church Street demolished under a HUD approved demolition grant.

This plan is for five (5) scattered site replacement units.

This plan addresses the second five-year increment, FY 2007, 2008, 2009 and 2010.

1. Brief Description

- a. The total units to be developed with the funding are 5 out of the 100 being replaced from 159 Church Street.
- b. The development method will be acquisition with rehab for the five (5) units.
- c. The structure type will be multifamily rowhouse.

2. Schedule

Submit Development Proposal: 90 Days after Execution of ACC for 10th year of grant. 9/29/11 (based on anticipated ACC Execution on 6/30/11)

Submit Site Acquisition Proposal: 15 Days after Development Proposal Approval (12/15/11)

Hire Architect: 30 Days after Development Proposal is approved. (12/30/11)

Prepare Plans and Specifications: 120 Days after Architect is hired. (4/30/12)

Bids Due Date: 3/01/12

Obligation Start Date (Contract Award): 4/01/12

Construction Start: 4/15/12

Construction Completion: 10/15/13 (90% of Grants to be obligated by 8/15/13)

DOFA: 12/30/13

EIOP: 3/31/14

Expenditure Deadline 9/30/2016

**200 S. Pearl St., Albany, New York 12202 (518) 641-7500**

3. Amount and Sources of Funding (Acquisition with Rehabilitation: 5 Units)

2007: \$208,125	Source: Low Income Tax Credit Equity and NYS Housing Trust Fund
2007: \$125,000	Source: RHF Grant from HUD
2008: \$125,000	Source: RHF Grant from HUD
2009: \$125,000	Source: RHF Grant from HUD
2010: \$125,000	Source: RHF Grant from HUD
2011: <u>\$125,000</u>	Source: RHF Grant from HUD

TOTAL        \$833,125

Description of Leveraging (Letters attached):

The Authority has a commitment of Low Income Tax Credit Equity. In addition, there is a commitment of NYS Housing Trust Fund money for this site.

4. Plan and Obligation/Expenditure Status

1. a. Approval Status of 5 Yr. Plan: Albany Housing Authority's 5 Yr. Plan has been approved by HUD for FY 2005.  
b. Approval Status of Annual Plans: FY 2000 through 2006 were approved by HUD in those fiscal years.
2. Compliance with obligation and expenditure deadlines in FY's 1998 – 2004: Albany Housing Authority has met all the deadlines for obligation and expenditure of these budgets, and the budget closeouts have been approved by HUD.

We trust this meets the requirements set forth in Notice PIH 2005-22, 2003-10, 2003-19 and 2004-15 for the Replacement Housing Factor Plan. If you have any further questions on this, please feel free to call me or Ms. Laura Moody at 518-641-7532.

Sincerely,

ALBANY HOUSING AUTHORITY

Steven T. Longo  
Executive Director

Enclosure  
cc: MT  
DS

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

**PART I: Summary**

<b>PHA Name</b>	<b>Grant Type and Number</b>	<b>Federal FY of Grant</b>
	Grant Fund Program Grant No.: NY06P00950106	2006
<b>Albany Housing Authority</b>	Replacement Housing Factor Grant No.:	

<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement/Revision Number	<b>3A</b>
<input type="checkbox"/> Final Performance and Evaluation Report			<input checked="" type="checkbox"/> Performance and Evaluation Period Ending 12/31/2007

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)
		Original	Revised (1)	
<b>1</b>	Total Non-CFP Funds			
<b>2</b>	1406 Operations (May not exceed 10% of line 20)	\$ 207,490	\$ 207,490	
<b>3</b>	1408 Management Improvements (Soft Costs)	\$ 302,877	\$ 368,877	\$ 253,172.03
<b>5</b>	1408 Management Improvements (Hard Costs)			
<b>6</b>	1410 Administration	\$ 226,158	\$ 226,158	\$ 226,158.00
<b>7</b>	1415 Liquidated Damages			
<b>8</b>	1430 Fees and Costs	\$ 294,445	\$ 304,445	\$ 80,108.31
<b>9</b>	1440 Site Acquisition			
<b>10</b>	1450 Site Improvements			
<b>11</b>	1460 Dwelling Structures	\$ 1,219,708	\$ 1,131,148	\$ 333,970
<b>12</b>	1465.1 Dwelling Equipment--Nonexpendable	\$ 500	\$ 500	
<b>13</b>	1470 Nondwelling Structures	\$ 9,920	\$ 22,480	\$ 21,980
<b>14</b>	1475 Nondwelling Equipment	\$ 500	\$ 500	
<b>15</b>	1485 Demolition			
<b>16</b>	1490 Replacement Reserve			
<b>17</b>	1492 Moving to Work Demonstration			
<b>18</b>	1495.1 Relocation Costs			
<b>19</b>	1498 Development Activities			
<b>20</b>	1502 Contingency (may not exceed 8% of line 20)			
	Amount of Annual Grant (sum of lines 2-19)	\$ 2,261,598	\$ 2,261,598	\$ 1,166,661
	Amount of line X Relating to LBP Activities	\$ -		
	Amount of line X Relating to Section 504 Compliance	\$ -		
	Amount of line X Relating to Security (Soft Costs)	\$ -		
	Amount of line X Relating to Security (Hard Costs)			
	Amount of line X Relating to Energy Conservation Measures			
	Collateralization Expense or Debt Service			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date: \_\_\_\_\_ Signature of Public Housing Director/Office of Native American Programs Administrator and Date: \_\_\_\_\_

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

2006

Federal FY of Grant

**Albany Housing Authority**  
 Grant Fund Program Grant No.: NY06P00950106  
 Replacement Housing Factor Grant No.:

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Total Estimated Cost		Funds Obligated (2)	2E Funds Expended (2)	Status of Proposed Work (2)
				Original	Revised (1)			
NY9-1 Robert Whalen Homes	Cap laterals, City water @ Main	1460	1 Job	\$500	500			In progress with Energy Performance
	Optimize boiler Controls	1460	1 Bldgs	\$500	500			In progress with Energy Performance
	Improve Common Area & Apt Lighting	1460	0.003 Bldgs	\$500	500			Complete with Energy Performance
	Remove and Replace Ext Balconies and Stairs	1460		\$0	16,816	16,816	15,501.43	Schematic Report in Progress
	Replace Appliances	1465	0.5 Apt.	\$500	500			Refrig installed with Energy Perform.
	<b>Sub-Total: A&amp;E Fees</b>			<b>\$ 160</b>	<b>\$18,816</b>	<b>16,816</b>	<b>15,501.43</b>	
	FenceAround Transformer	1460	0.26 Job	\$500	500			Deleted
	Replace Fire Alarm System	1460	0.005 Job	\$500	500			Move to a future year
	Repair Sills @ 200 & 220 Boarded Window Openings	1460	0.006 Job	\$500	500			Move to a future year
	Replace Large Slider Windows	1460	80 Apts.	\$139,061	139,061	139,061	130,031.00	90% Complete
NY 9-3 Steamboat Square HR	Security Screens 230 Green Kitch.&Liv Rm Windows	1460	1 Job	\$49,000	49,000	52,200	51,800.00	Out to Bid
	Traffic Coating - Balcony Repair	1460	7 Apts.	\$125,939	101,563			Complete
	Renovate Apartments for Handicap Accessibility	1460		\$9,420	9,420	9,420	9,420.00	Design RFP to be developed
	Renovate 159 Church for stores	1470		0	12560	12560	12560.03	Complete
	Renovate 200 Green Lease Space	1470		\$373,920	\$352,744	\$200,681	\$ 191,251.00	Move to a future year
	<b>Sub-Total: A&amp;E Fees</b>			<b>\$ 18,870</b>	<b>28,550</b>	<b>28,550</b>	<b>28,549.77</b>	
	Roof Replacement 2 Lincoln	1460	0.005 Bldg	\$500	500			Move to a future year
	Computer Hardware	1475	1 Unit	\$500	500			In progress
	1492 Moving to Work Demonstration	1460	5E-04 Job	\$48,440				In progress
	Upgrade Elevator Controls	1460		\$0	48,440			Move to a future year
NY9-4 Lincoln Park Homes	Renovate Apartments for Handicap Accessibility	1460	1 Apts.	\$26,000	32,265	32,263	-	In progress
	<b>Sub-Total: A&amp;E Fees</b>			<b>\$75,440</b>	<b>\$81,705</b>	<b>32,263</b>	<b>-</b>	
	Gutters at Manager Office	1470	0.5 Job	\$500	500			Move to a future year
	Repoint Masonry Site Wide	1460	0.041 Job	\$500	500			Move to a future year
	Half Screens on Windows	1460	0.02 Job	\$500	500			Move to a future year
	Renovate Apartments for Handicap Accessibility	1460	2 Apts.	\$100,000	100,000			Design RFP to be developed
	Upgrade Switchgear	1460	0.68 Job	\$128,000	52,000			Move to a future year
	<b>Sub Total A&amp;E Fees</b>			<b>\$ 12,934</b>	<b>10,754</b>	<b>9,308</b>	<b>2,455.00</b>	
	Clean Refinish Building Exterior	1460	0.005 Job	\$500	500			Move to a future year
	<b>Sub Total A&amp;E Fees</b>			<b>\$ 40</b>	<b>\$500</b>	<b>40</b>	<b>-</b>	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date

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

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

12/31/2007

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

PHA Name: **Albany Housing Authority** Grant Type and Number: **NY06P00950106** Federal FY of Grant: **2006**  
 Grant Fund Program Grant No.: **NY06P00950106** Replacement Housing Factor Grant No.:

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Total Estimated Cost			Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)		
NY 9-7 Westview Homes	Upgrade Switchgear	1460	0.005 Job	\$13,920	13,920	9,955	9,954.85	Move to a future year Complete	
	Combine 15 studios into 10 1-BR apts force acct			\$9,955	9,955	\$9,955	\$ 9,954.85		
NY 9-11 Steamboat Square Townhouses	Sub Total A&E Fees			\$1,433	1,433	1,433	-	1910	
	Renovate Bathrooms	1460	0.005 Job	\$500	500	-	-	Done as needed. Move to a future yr	
NY 9-12 Steamboat Historic Townhouses	Install Heavy Duty Window Balancers	1460	0.005 Job	\$101	101	-	-	Move to a future year	
	Sub Total A&E Fees			\$601	\$601	-	-		
NY 9-13 Ezra Prentice Homes	Replace kitchen cabinets (Force account)	1460	0.003 Job	\$500	500	-	-	Move to a future year	
	Sub Total A&E Fees			\$500	\$500	-	-		
NY 9-22 Scattered Sites	Reconfigure Hillside Units	1460	1 Job	\$440,617	426,152	-	-	Preparing mixed finance proposal	
	Repair bathroom trackside	1460		\$79,694	79,694	79,694	79,694.48	Complete	
	Repair trackside roofs			\$3,981	3,981	3,981	3,980.50	Preparing mixed finance proposal	
	Sub Total A&E Fees			\$524,292	\$509,827	\$83,675	\$ 83,674.98		
				\$256,800	259,087	239,093	47,681.32	41943.36	

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 Signature of Executive Director and Date: \_\_\_\_\_ 12/31/2007

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

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

PHA Name: **Albany Housing Authority** Grant Type and Number: **Grant Fund Program Grant No.: NY06P00950106** Federal FY of Grant: **2006**  
 Replacement Housing Factor Grant No.:

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Total Estimated Cost			Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)		
NY 9-22 Scattered Sites	Sub Total A&E Fees								

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date: **12/31/2007**

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

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

PHA Name: **Albany Housing Authority** Grant Type and Number: **Grant Fund Program Grant No.: NY06P00930106** Federal FY of Grant: **2006**  
 Replacement Housing Factor Grant No.:

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Total Estimated Cost			Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)		
	<b>Management Improvements</b>								
	Computer software upgrade	1408		\$65,000	85,000	85,000	43,041.50	In progress	
	LBP training	1408							
	Maintenance mgt improvements	1408							
	Operations Management Improvement	1408		\$8,307	2,438	2,438	2,437.50	In progress	
	Partnership Process	1408							
	PHIA wide Police Patrol	1408		\$130,000	203,660	149,660	145,578.66	In progress	
	Tenant Newsletter	1408		\$890	890	890	890.45	In progress	
	Tenant Security Patrol	1408		\$0	-	-	-	Program phased out	
	Utility Conservation Program	1408							
	9-7 Community Center Staff	1408		\$67,570	23,779	23,779	23,779.11	In progress	
	9-5 Community Center Staff	1408		\$31,110	53,110	41,110	37,444.81	In progress	
	PHAS Consultant	1408							
	PHAS Deficiencies	1408							
	Sub-Total:			\$302,877	\$368,877	\$302,877	\$ 253,172.03	In progress	
	<b>Administration</b>								
	Mod Coordinator, Sr. Supt Construction, Admin Assist	1410		\$226,158	226,158	226,158	226,158.00	In progress	
	Field Construction Monitor, Accountant (33%)								

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date: \_\_\_\_\_ 12/31/2007

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date: \_\_\_\_\_



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

PHA Name	Albany Housing Authority	Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FY of Grant					
			Original	Revised (1)	Actual (2)	Original		Revised (1)	Actual (2)			
			8/18/2008			8/18/2010						
NY9-1	Robert Whalen Homes											
NY9-2	Edwin Corning Homes No work items											
NY9-3	Steamboat Square Hi-Rise											
NY9-4	Lincoln Park Homes											
NY9-5H	Ida Yarbrough Homes Hi-Rise											
NY9-5L	Ida Yarbrough Homes Low-Rise											
NY9-7	Westview Homes											
NY9-11	Steamboat Square Townhouses											
NY9-12	Steamboat Square Historic Rehabs											
NY9-13	Ezra Prentice Homes											
NY9-22	Scattered Sites Replacement											

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 12/31/2007

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

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

**Part II: Supporting Pages**

PHA Name	Albany Housing Authority	Grant Type and Number		Federal FY of Grant		
		Grant Fund Program Grant No.: NY06P00950106				
		Replacement Housing Factor Grant No.:				
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates (2)	
	Original	Revised (1)	Actual (2)	Original		Revised (1)
Maintenance Response Initiative	8/18/2008			8/18/2010		
Computer software upgrade	8/18/2008			8/18/2010		
LBP training	8/18/2008			8/18/2010		
Maintenance mgt improvements	8/18/2008			8/18/2010		
Operations Management Improvement	8/18/2008			8/18/2010		
Partnership Process	8/18/2008			8/18/2010		
PHA wide Police Patrol	8/18/2008			8/18/2010		
Tenant Newsletter	8/18/2008			8/18/2010		
Tenant Security Patrol	8/18/2008			8/18/2010		
Utility Conservation Program	8/18/2008			8/18/2010		
Tenant Relations Training	8/18/2008			8/18/2010		
9-5 Community Center Staff	8/18/2008			8/18/2010		
9-5 Community Center Coordinator	8/18/2008			8/18/2010		
PHAS Consultant	8/18/2008			8/18/2010		
PHAS Deficiencies	8/18/2008			8/18/2010		

(1) To be completed for Performance & Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date 12/31/2007 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

**PART I: Summary**

PHA Name \_\_\_\_\_ **Albany Housing Authority** **Grant Type and Number** **Federal FY of Grant**  
 \_\_\_\_\_ **Grant Fund Program Grant No.:** \_\_\_\_\_ **2006**  
 \_\_\_\_\_ **Replacement Housing Factor Grant No.:** NY06R00950106

Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number \_\_\_\_\_  Performance and Evaluation Period Ending 12/31/07  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 10% of line 20)				
3	1408 Management Improvements (Soft Costs)				
	1408 Management Improvements (Hard Costs)				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment--Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Development Activities	\$	130,479		
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant (sum of lines 2-19)	\$	130,479	\$	-
	Amount of line X Relating to LBP Activities	\$	-		
	Amount of line X Relating to Section 504 Compliance	\$	-		
	Amount of line X Relating to Security (Soft Costs)	\$	-		
	Amount of line X Relating to Security (Hard Costs)				
	Amount of line X Relating to Energy Conservation Measures				
	Collateralization Expense or Debt Service	\$	-		

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance and Evaluation Report  
 Signature of Executive Director and Date 12/31/2007 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

PHA Name		Albany Housing Authority			Grant Type and Number			Federal FY of Grant	
Development Number/Name HA-Wide Activities		Grant Fund Program Grant No.:			Replacement Housing Factor Grant No.:			2006	
9-30 Scattered Site		Total Estimated Cost			Total Actual Cost				
General Description of Major Work Categories		Dev Account Number	Quantity	Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	Performance and Evaluation Period Ending	
Acquisition & rehabilitation of 3 units		1498	0.84 units	\$130,479				Reallocated to HOPE VI replacement housing, approved by HUD. Arbor Hill IIB construction started December 2007, completion expected June 2009.	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date  
 12/31/2007

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

PHA Name	Albany Housing Authority	Grant Type and Number		Federal FY of Grant	
		Grant Fund Program Grant No.:			
		Replacement Housing Factor Grant No.: NY06R00950106			
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates (2)
	Original	Revised (1)	Original	Actual (2)	
	7/17/2008		7/17/2010		
NY9-30 Scattered Site					

(1) To be completed for Performance & Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date  
 12/31/2007

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

**PART I: Summary**

<b>PHA Name</b>	<b>Grant Type and Number</b> Grant Fund Program Grant No.: Replacement Housing Factor Grant No.: NY06R00950206	<b>Federal FY of Grant</b> 2006
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Performance and Evaluation Period Ending 12/31/07
<input type="checkbox"/> Final Performance and Evaluation Report	<input type="checkbox"/> Revised Annual Statement/Revision Number ____	

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 10% of line 20)				
3	1408 Management Improvements (Soft Costs)				
4	1408 Management Improvements (Hard Costs)				
5	1410 Administration				
6	1411 Audit				
7	1415 Liquidated Damages				
8	1430 Fees and Costs				
9	1440 Site Acquisition				
10	1450 Site Improvements				
11	1460 Dwelling Structures				
12	1465.1 Dwelling Equipment--Nonexpendable				
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	1498 Development Activities	\$ 130,914			
20	1502 Contingency (may not exceed 8% of line 20)	\$ 130,914	\$ -	\$ -	\$ -
	Amount of Annual Grant (sum of lines 2-19)	\$ -	\$ -	\$ -	\$ -
	Amount of line X Relating to LBP Activities	\$ -	\$ -	\$ -	\$ -
	Amount of line X Relating to Section 504 Compliance	\$ -	\$ -	\$ -	\$ -
	Amount of line X Relating to Security (Soft Costs)	\$ -	\$ -	\$ -	\$ -
	Amount of line X Relating to Security (Hard Costs)	\$ -	\$ -	\$ -	\$ -
	Amount of line X Relating to Energy Conservation Measures	\$ -	\$ -	\$ -	\$ -
	Collateralization Expense or Debt Service	\$ -	\$ -	\$ -	\$ -

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date: \_\_\_\_\_ 12/31/2007 \_\_\_\_\_  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

**Part II: Supporting Pages**

PHA Name		Albany Housing Authority			Grant Type and Number			Federal FY of Grant	
Development Number/Name		Grant Fund Program Grant No.:			Replacement Housing Factor Grant No.:			2006	
HA-Wide Activities		Total Estimated Cost			Total Actual Cost				
		Original			Revised (1)			Funds Obligated (2)	
		Quantity			Funds Expended (2)			Performance and Evaluation Period	
		Dev Account Number			Funds Obligated (2)			Ending	
9-30		1498							
Scattered Site		0.84 units						Reallocated to HOPE VI replacement housing, approved by HUD. Arbor Hill Phase IIIB. Construction began December 2007, completion expected June 2009.	
Acquisition & rehabilitation of 3 units									

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date 12/31/2007

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

PHA Name	Albany Housing Authority	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FY of Grant	
		Original	Revised (1)	Actual (2)	Revised (1)		Actual (2)
		7/17/2008		10/29/2007	9/30/2010		
Development Number/Name HA-Wide Activities NY9-30 Scattered Site						2006	
(1) To be completed for Performance & Evaluation Report or a Revised Annual Statement Signature of Executive Director and Date 12/31/2007						(2) To be completed for the Performance and Evaluation Report Signature of Public Housing Director/Office of Native American Programs Administrator and Date	





U.S. Department of Housing and Urban Development  
Buffalo Office  
465 Main Street  
Buffalo, New York 14203-1780  
(716) 551-5755

Stl  
cc: H. V. Ople  
Lana  
BARREN  
MIKE T.

JAN 13 2006

2006 JAN 17 PM 3:23

Forward to  
DRH + LAH  
1/27/06

Mr. Steven T. Longo  
Executive Director  
Albany Housing Authority  
200 South Pearl St.  
Albany, NY 12202

Dear Mr. Longo:

This is in response to your request for approval of a Replacement Housing Factor (RHF) Plan for the Albany Housing Authority for the second 5-year increment (Fiscal Years 2006-2010), submitted on November 15, 2005, and the subsequent amendments of that plan as of January 10 & 12, 2006.

I am pleased to advise you that your RHF plan for the second 5-year increment of RHF funding is hereby approved. Pursuant to 24 CFR 905.10(i)(2)(ii), your PHA is eligible for continued RHF funding during this second 5-year period beginning in Fiscal Year 2006. This approval is contingent upon obtaining substantial leveraging of non-public housing funds as referenced in your RHF plan. If you fail to obtain the additional funds, all of the RHF grants for the second 5-year increment will be recaptured.

My staff will be monitoring your PHA's progress in developing public housing replacement units according to your plan and schedule.

According to your plan, you will submit a development proposal on September 29, 2007 to the HUD Field Office. October 29, 2007 will be the Obligation Start Date for each of the five annual RHF grants and the Obligation End Date will be October 28, 2009. In accordance with Paragraph (C) of Notice PIH 2005-22 (HA), all second increment funding must be fully expended by end of the 10<sup>th</sup> year of funding. Accordingly, the expenditure deadline for all of your second increment RHF funding is September 30, 2010.

If you have additional questions concerning this matter, please contact Mark Courtney at (716) 551-5755, extension 5428.

Sincerely,

Joan K. Spilman  
Director  
Office of Public Housing, 2CPH



Steve  
Mike  
-Barry

## Albany Housing Authority

Steven T. Longo - Executive Director  
Barry J. Romano - Deputy Director

November 14, 2005

Ms. Joan Spilman, Director  
Office of Public Housing  
U.S. Department of Housing and Urban Development  
465 Main Street, Lafayette Court  
Buffalo, New York 14203-1780  
Attn: Mr. Mark Courtney

Re: Replacement Housing Factor Plan Second Increment, 2006

Dear Ms. Spilman,

We hereby submit subject plan for your review and approval. This is for the forty two (42) ACC units to be developed to replace those in NY 9-4, 4 Lincoln Square demolished under a HUD approved demolition grant, and the thirty eight (38) ACC units to be developed to replace those demolished at NY 9-3 Edwin Corning Homes.

To date, we have utilized the 2003 and part of our 2004 funds for Phase A (54 ACC units) of our HOPE VI Swan Street Redevelopment. These funds were obligated in June of 2005 with an anticipated closeout date of December 2006. We will seek approval to utilize remaining 2004 funds and most of our 2005 funds for Phase B (16 ACC units) of this HOPE VI redevelopment project.

This plan addresses the remaining second five-year increment, FY 2006, 2007, 2008 and 2005.

1. Brief Description

- a. The total units to be developed with the remaining three years of funding are 4 out of the 29 remaining from 4 Lincoln Square.
- b. The development method will be acquisition with rehab.
- c. The structure type will be multifamily rowhouse units

2. Schedule

Submit Development Proposal: 30 Days after Execution of ACC for 2nd year of grant. 7/30/07 (based on anticipated ACC Execution on 6/30/07)  
Submit Site Acquisition Proposal: 15 Days after Development Proposal Approval (10/15/07)  
Hire Architect: 30 Days after Development Proposal is approved. (10/30/07)  
Prepare Plans and Specifications: 120 Days after Architect is hired. (2/30/07)  
Bids Due Date: 7/1/07

Schedule (Cont.'d)

Obligation Start Date (Contract Award): 7/15/07

Construction Start: 8/1/07

Construction Completion: 8/30/09 (90% of Grants to be obligated by 8/15/09)

DOFA: 10/15/09

EIOP: 2/28/10

Expenditure Deadline 9/30/2010

3. Amount and Sources of Funding

2005: \$66,000	Source: \$20,000 Albany County District Attorney's Office \$46,000 City of Albany Lead Paint Grant
2006: \$25,600	Source: RHF Grant from HUD
2007: \$25,600	Source: RHF Grant from HUD
2008: \$25,600	Source: RHF Grant from HUD
2009: \$25,600	Source: RHF Grant from HUD
2010: <u>\$25,600</u>	Source: RHF Grant from HUD

TOTAL \$194,000

Description of Leveraging:

- 1.) The Albany County District Attorney's Office has proposed an initial contribution of \$40,000, half of which will be used to rehabilitate a portion of the first floor space for an outreach office. The other half of the contribution will be used for general building rehabilitation costs to the building envelope and building systems. Their letter of support is attached and a letter of commitment will follow within the next 45 days.
- 2.) The City of Albany has a Lead Paint Grant Program that will make a contribution of \$11,000 per unit for the 4 units anticipated to be developed in this building. Their letter of commitment will also follow within the next 45 days.

4. Plan and Obligation/Expenditure Status

1. a. Approval Status of 5 Yr. Plan: Albany Housing Authority's 5 Yr. Plan has been approved by HUD for FY 2005.  
b. Approval Status of Annual Plans: FY 2000 through 2005 were approved by HUD in those fiscal years.
2. Compliance with obligation and expenditure deadlines in FY's 1998 - 2003: Albany Housing Authority has met all the deadlines for obligation and expenditure of these budgets, and the budget closeouts have been approved by HUD.

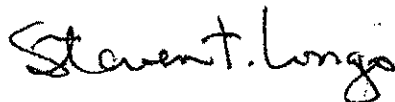
Ms. Joan Spilman, November 14, 2005

Page 3

We trust this meets the requirements set forth in Notice PIH 2005-22, 2003-10 and 2004-15 for the Replacement Housing Factor Plan. If you have any further questions on this, please feel free to call me or Ms. Laura Moody at 518-641-7532.

Sincerely,

ALBANY HOUSING AUTHORITY



Steven T. Longo  
Executive Director

Enclosure

cc: MT

E:\WP51\CGP CFP\CFP 2005\11-14-05 2nd Increment HUD RHF Plan Submittal.doc



**P. DAVID SOARES**  
DISTRICT ATTORNEY

**COUNTY OF ALBANY**  
**OFFICE OF THE DISTRICT ATTORNEY**  
**COUNTY COURT HOUSE**  
**ALBANY, NEW YORK 12207**  
(518) 487-5460  
(518) 487-5093 - FAX

**MICHAEL P. MCDERMOTT**  
CHIEF ASSISTANT DISTRICT ATTORNEY

November 15, 2005

Steve Longo, Executive Director  
Albany Housing Authority  
Albany, New York 12202

Re: Community Prosecution and Neighborhood Revitalization


Dear Mr. Longo:

Please accept this letter expressing our continued commitment to the Community Prosecution Initiative and the partnership with the Albany Housing Authority in their role of implementing the Arbor Hill Neighborhood Revitalization Plan.

As you know the Community Prosecution Program is a proactive problem solving approach to addressing quality of life crimes that have proven resistant to conventional responses. In order to implement this initiative, it is imperative that the Office of the Albany County District Attorney have a presence in the community. The opportunity to establish a presence at the intersection of Swan Street and Clinton Avenue in the city of Albany would go a long way towards anchoring the Arbor Hill Community.

Please rest assured that the Office of the Albany County District Attorney is committed to a partnership with Albany Housing Authority in establishing a presence at 155 Clinton Avenue. If you have any questions, please do not hesitate to contact me at the above referenced number.

Very truly yours,

  
P. David Soares  
District Attorney

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

<b>PHA Name</b>	<b>Grant Type and Number</b>	<b>Federal FY of Grant</b>
Albany Housing Authority	Grant Fund Program Grant No.: Replacement Housing Factor Grant No.: NY06R00950105	2005
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Performance and Evaluation Period Ending 12/31/07
<input type="checkbox"/> Final Performance and Evaluation Report	<input type="checkbox"/> Revised Annual Statement/Revision Number	

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 10% of line 20)				
3	1408 Management Improvements (Soft Costs)				
	1408 Management Improvements (Hard Costs)				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment--Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Development Activities	\$ 286,307		286,307	
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant (sum of lines 2-19)	\$ 286,307	\$ -	\$ 286,307	\$ -
	Amount of line X Relating to LBP Activities	\$ -			
	Amount of line X Relating to Section 504 Compliance	\$ -			
	Amount of line X Relating to Security (Soft Costs)	\$ -			
	Amount of line X Relating to Security (Hard Costs)				
	Amount of line X Relating to Energy Conservation Measures				
	Collateralization Expense or Debt Service	\$ -			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date: \_\_\_\_\_ 12/31/2007 \_\_\_\_\_

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

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

Development Number/Name HA-Wide Activities	Albany Housing Authority	General Description of Major Work Categories	Dev Account Number	Quantity	Grant Type and Number			Performance and Evaluation Period Ending 12/31/04
					Original	Revised (1)	Funds Obligated (2)	
9-30 Scattered Site		Acquisition & rehabilitation of 3 units	1498	1.9 units	\$286,307		286,307	Reallocated to HOPE VI Arbor Hill III B. housing pending HUD approval. Construction Work started Dec. 2007 to be completed June 2009
		Total Estimated Cost		Total Actual Cost		Funds Expended (2)		
		Grant Fund Program Grant No.:		Replacement Housing Factor Grant No.:		NY06R00950105		Federal FY of Grant
								2005

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

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

Signature of Executive Director and Date

12/31/2007

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

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

PHA Name	Albany Housing Authority	Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FY of Grant		
			Original	Revised (1)	Actual (2)	Original		Revised (1)	Actual (2)
			8/18/2007		10/29/2007	8/18/2009			
NY9-29 Scattered Site							2005	Reasons for Revised Target Dates (2)	

(1) To be completed for Performance & Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date  
 12/31/2007

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date



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

**PART I: Summary**

PHA Name	<b>Grant Type and Number</b> Grant Fund Program Grant No.: NY06R00950104	<b>Federal FY of Grant</b> 2004
<b>Albany Housing Authority</b>		
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number _____ <input type="checkbox"/> Final Performance and Evaluation Report <input checked="" type="checkbox"/> Performance and Evaluation Period Ending 12/31/07		

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 10% of line 20)				
3	1408 Management Improvements (Soft Costs)				
4	1408 Management Improvements (Hard Costs)				
5	1410 Administration				
6	1411 Audit				
7	1415 Liquidated Damages				
8	1430 Fees and Costs				
9	1440 Site Acquisition				
10	1450 Site Improvements				
11	1460 Dwelling Structures				
12	1465.1 Dwelling Equipment--Nonexpendable				
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	1498 Development Activities	330476.00		330476.00	330476.00
20	1502 Contingency (may not exceed 8% of line 20)				
	Amount of Annual Grant (sum of lines 2-19)	330476.00	0.00	330476.00	330476.00
	Amount of line X Relating to LBP Activities	\$ -			
	Amount of line X Relating to Section 504 Compliance	\$ -			
	Amount of line X Relating to Security (Soft Costs)	\$ -			
	Amount of line X Relating to Security (Hard Costs)				
	Amount of line X Relating to Energy Conservation Measures				
	Collateralization Expense or Debt Service	\$ -			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement    (2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date: \_\_\_\_\_ 12/31/2007    Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

**Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	Albany Housing Authority			Grant Type and Number			Status of Proposed Work (2)	
	General Description of Major Work Categories	Dev Account Number	Quantity	Grant Fund Program Grant No.: NY06R00950104				
				Original	Revised (1)	Funds Obligated (2)		Funds Expended (2)
Total Estimated Cost				Total Actual Cost				
9-29	Construction of 1.2 units	1498	1.2 units	\$134,337		134,337	134,337.00	Arbor Hill Phase IIIA completed December 2007.
9-30	Acquisition & rehabilitation of 1.75 units	1498	1.8 units	\$196,139		196,139	196,139.00	Arbor Hill Phase IIIB construction began December 2007, completion expected June 2009.
Scattered Site								

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 Signature of Executive Director and Date  
 12/31/2007

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

PHA Name	Albany Housing Authority	Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FY of Grant	
			Original	Revised (1)	Actual (2)	Revised (1)		Actual (2)
			6/21/2006	10/29/2007	10/29/2007	10/30/2007		10/30/2007
NY9-29 Scattered Site			6/21/2006	10/29/2007	10/29/2007	10/30/2007		
NY 9-30 Scattered Site			6/21/2006	10/29/2007	10/29/2007	10/30/2007		

(1) To be completed for Performance & Evaluation Report or a Revised Annual Statement  
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 12/31/2007

(2) To be completed for the Performance and Evaluation Report  
 Signature of Public Housing Director/Office of Native American Programs Administrator and Date

## Albany Housing Authority (AHA) – NY009o10

### Project Based Accounting and Management update

- Maintenance Dispatch has been reduced to business hours only. Evening and weekend coverage is provided by a private answering service only escalating emergencies to on-call staff.
- AHA's Central Warehouse has been decentralized. Each Amp has its own warehouse. Maintenance supervisors are in charged of inventory. Vendors now drop off at each Amp. Warehouse.
- Our purchasing system has been upgraded to a computerized system.
- Albany Housing Authority has procured the services of experts in the field of asset management.
- Rent Collections was closed at the Central Office. Residents are still able to pay rent at the local bank that's contracted to collect rents. AHA has also rented space to a credit union, who agreed to collect tenant rent on AHA behalf.
- Reexaminations have been centralized.
- Accounting has broke out the income and expenses by AMP and have plans to break out balance sheet by amps.
- Skilled & Maintenance – fee for service

Albany Housing Authority – NY 009  
Project Based Accounting and Project Based Management Plan for 2006

1. October 1999 – Albany Housing Authority engaged Bay State Area Economics to perform a comprehensive review of the Authority's operations and construct a multi-year plan to convert our operations to an asset management/private sector model.

The results of the study were as follows:

- I. To empower one individual at each site to act as the overall site manager,
- II. Central Maintenance staff was reassigned to permanent positions at each site.
- III. Workshops and material storage areas were constructed at each site for delivery of site-based services.
- IV. Personal computers and printers were purchased; high speed Internet access was acquired; software modifications were performed to allow all work orders that were phoned in to Central Dispatch to be forwarded immediately to the site location where onsite staff & materials would address them.
- V. The work order system was refined and from this site-based maintenance staff was trained to relieve their labor, time and materials.
- VI. Maintenance position titles were refined to allow employees to perform within multiple disciplines, thus encouraging a team-like management structure at each site.

The final phase, contained in the prior year's Annual Plan, of decentralizing the Authority's Vacant Apartment Preparation Crew (VAPC) was accomplished and soundly judged as a success.

2. Albany Housing Authority's new goals of which many are scheduled to be accomplished by October 1, 2006 will allow for full compliance with the stop-loss provision of the new operating rule.
  - I. Decentralize AHA's Central Warehouse.
    - a. Three years worth of computer data were used to determine a comprehensive list of obsolete inventory. This was disposed of under federal guidelines.
    - b. Individual material usage at each site will be analyzed to determine the site's inventory and quantity levels.
    - c. Inventory software will be upgraded to permit ongoing evaluation of material usage to provide management with documented guidance for increasing or decreasing supplies for each site.

- d. Albany Housing Authority's sole purchasing officer was formerly under the supervision of the Accounting Department and is now under Management Information Systems (MIS). The MIS Coordinator and purchasing officer will meet with all vendors and arrange for commodity delivery to each site within specifically designated & shortened time periods on specific days of the week. This will assure that delivery is both timely delivered and received by the site staff.
- e. New contracts are being negotiated with national retailers to perform the same of better service than AHA's former Central Warehouse. This concept of "just in time" inventory usage levels will assure that we always have what we need when we need it. It also assures that AHA is not in the business of "buying in bulk" and thus contributing to excess inventory.

### 3. Project Based Accounting

Albany Housing Authority will be procuring the services of experts in the field of asset management. The consultant will be charged with evaluating AHA's current, self-directed asset-based accounting direction. (In July 2005, AHA's accounting staff instituted a version of PBA that was based on preliminary information regarding the new operating subsidy rule.) Another responsibility of the consultant is to assist AHA in evaluating its current development clustering with respect to the accounting procedures. The consultant's job is to evaluate the Authority's progress and determine a "game plan" that will bring it into full compliance with the stop-loss provision of the new rule by October 1, 2006.

### 4. Albany Housing Authority is reviewing the remaining centralized services under the new rule that will best serve our needs. These services include:

- Rent Collection
- Tenant Selection
- Evictions
- Risk Management
- Reexaminations
- Accounting
- Management Information Systems
- Community Services
- Automotive, Skilled & Specialized Maintenance
- Dispatch / Work Orders

In our review of the above services, we will evaluate the cost reasonableness of those centralized services that will be allowed to be allocated to the properties for purposes of compliance with the stop-loss provision.

## **Community Service and Economic Self-Sufficiency Procedures**

### Overview

Community Service is defined as “the performance of voluntary 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 (24 CFR §960.601). This is a requirement of the Public Housing Lease (for Federal public housing).

Some eligible activities are listed in the Community Service and Self Sufficiency policy found in the ACOP. This is a partial list and a resident should call the Community Service department if they have any questions on the eligibility of a particular activity or self-sufficiency program.

The Community Service and Economic Self-Sufficiency requirements mandate that each non-exempt adult household shall either contribute eight hours per month of community service within their community, or participate in an Economic Self-Sufficiency program for eight hours per month. The requirements can also be met by a combination of eight hours of Community Service and participation in an Economic Self-Sufficiency program.

Communication between Community Service staff and Reexamination Unit staff to assure that the information, documentation, and data are consistently updated so as not to delay the completion of the annual reexamination process. Fine-tuning the procedure is an ongoing process in order to ensure quality and timeliness of information sharing.

### Community Service Requirement Oversight

- 1) The Community Services Department will assign a staff person who will explain the requirement and process to the staff person responsible for applicant screening and for the new tenant orientation.
- 2) When the applicant is ready for briefing, the exemption form, a copy of the community service or self-sufficiency form, and an information sheet that explains the exemptions (also lists some examples of community service and self sufficiency programs) will be given to the applicant. Since this is a matter of lease compliance, the information should be presented preferably before a person receives an assignment to a Federal development so they know what will be expected of them.

The applicant may complete the exemption form at that time if he/she believes that they are exempt. The exemption status must then be verified and the documentation maintained in the applicant file. This may be done for each adult member of the household (age 18 and older).

- 3) If the applicant is not exempt at that time, the file will be noted. In any case, the applicant must sign a form attesting that they have read (or it was read to them) and understood the information Community Service/Self Sufficiency policy.
- 4) The orientation will include an explanation of the Community Service requirement. A supply of the compliance, exemption and information forms will also be available in case someone needs additional copies. Since this is a matter of lease compliance, the information should be presented in an easy to understand manner. Applicants may have

questions and the Public Housing Occupancy Guidebook is a good reference tool for answers.

- 5) At the final review of the applicant file and rent calculation, the AHA staff person should have a signed exemption form and verification in the move in file, if applicable or has noted on the file that no exemption was claimed at this time.
- 6) At the lease signing with the manager, the manager will reiterate the lease requirements including the Community Service requirement. The manager should review the file information and if the signed exemption form is in the file, remind the family that the exemption must be annually updated. If the family has not signed an exemption form, remind the family of the requirements and give them another copy of the requirements and eligible activities. Inform the family that information will be a requirement of their annual reexamination.
- 7) The manager will complete the move in information including the Community Service code in the Basix Member Screen for each adult member of the household. Codes are:
  - 1 = Yes (If the file is noted that the member is complying at the time of move in, this code can be used; otherwise should not be used upon move-in)
  - 2 = No (Should not be used upon move-in)
  - 3 = Pending (Could be used upon move-in)
  - 4 = Exempt (Use for each member who has signed an Exemption Certification or who resides in a North Albany public housing unit (NY 9-23,24,25 & 26))

When the move-in information has been completed in the Tiny Term program, recalculate the rent and print out the initial 50058 form for the tenant's file.

- 8) The family will receive a new Certification of Exemption and Compliance Form in their annual reexamination package, along with an explanation of the fact that failure to comply is considered lease non-compliance and may result in lease termination. The explanation will also include a name and contact number of the Community Service staff person for contact purposes.
- 9) The family is required to either sign the exemption certification and provide documentation of the exemption claimed to the Community Service staff person or provide proof of compliance.
- 10) If exempt and verified, the CS staff person will send completed material back to the Reexam staff for inclusion in the tenant file once the Community Service code has been noted in the member screen in the Tiny Term system.
- 11) If the information is not submitted at least 45 days before the lease renewal date (not necessarily the effective date of annual reexam), CS staff must notify Reexam staff that the tenant is in non-compliance with the lease and the annual reexamination is incomplete.
- 12) The CS staff person will attempt to enter into an agreement with the noncompliant member and the Head of Household to make up the deficient hours over the next twelve months, along with the upcoming year's compliance. If an agreement is signed, a copy will be placed in the applicant file once the appropriate code is entered in the member screen. The CS staff will work with the member to find a suitable community service or self-sufficiency program.



- 13) If a family does not complete an agreement to make up the community service requirement during the upcoming year, CS staff should document this fact and send the information to the reexam staff that will then issue a notice of lease termination for lease non-compliance, specifically failure to meet the requirements of the community service mandate.
- 14) The agreement will include the fact that the household member(s) must make up the 96 hours from the previous term in addition to the 8 hours per month for the upcoming 12-month lease period. Separate agreements must be made by each non-compliant household member.
- 15) Note: The code must be input before the annual reexam rent is recalculated in order for the code to show on the 50058 form and transmit correctly to HUD in the PIC submission.
- 16) Those residents with completed Community Service exemptions, compliance or agreements will have the appropriate code entered in the member screen in the Tiny Term system as soon as their status is determined & verified.
- 17) All exemption forms and verifying documentation must be kept in the tenant file, along with all other required information and documentation.
- 18) When all remaining reexamination information has been completed, the rent can be calculated and a 50058 form printed for the tenant file. (Note: The code must be input before the annual reexam rent is recalculated in order for the code to show on the 50058 form and transmit correctly to HUD in the PIC submission.)
- 19) If, at the next annual reexamination, the family member still is not compliant, the lease will not be renewed, lease termination process will be initiated, and the entire family may have to vacate, unless the noncompliant member agrees to move out of the unit. (AHA is prohibited from renewing the lease for non-compliant households under the federal regulations)
- 20) The family may use the Authority's Grievance Procedure to protest any lease termination for cause.
- 21) Interim Changes in Exemption Status should be reported to the Community Service Staff person:
  - If during the twelve-month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the Authority and provide documentation.
  - If, during the twelve-month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the authority. The Authority will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

## F. COMMUNITY SERVICE AND FAMILY SELF-SUFFICIENCY

### 1. Policy Statement

It is the policy of the Housing Authority to enhance and promote economic and social self-sufficiency. As such, the Housing Authority shall provide the following for the enhancement of the economic and social self-sufficiency of assisted families:

- Targeting (mandatory): On an annual basis not less than 40% of dwelling units owned by the Housing Authority shall be occupied by families whose incomes at the time of commencement of occupancy do not exceed 30% of the area median income.
  - Cooperation Agreements for Economic Self-Sufficiency (mandatory): The Housing Authority shall enter into cooperation agreements with state, local, and other agencies providing assistance to covered families under welfare or public assistance programs. The cooperation agreements shall facilitate the administration of this policy and the sharing of information regarding rents, income, assistance, or other information that may assist the Housing Authority or welfare or public assistance agency carry out its functions. The Housing Authority shall also seek to include in cooperation agreements with welfare or public assistance agencies provisions to provide for economic self-sufficiency services within the properties owned by the Housing Authority, provide for services designed to meet the unique employment-related needs of residents, and provide for placement of workfare positions on-site.
2. WAGE Center – The Albany Housing Authority’s WAGE Center program is designed to encourage, assist, train, or facilitate the economic independence of participants and their families or to provide work for participants, including programs for job training, employment counseling, work placement, basic skills training, education, workfare, financial or household management, apprenticeship, or other activities as may be needed.

### 3. Community Service and Family Self-Sufficiency Requirement

Upon admission to and as a condition of continued occupancy, excluding residents under paragraph 4 below, each adult resident of the Housing Authority shall:

- a. Contribute eight (8) hours per month of community service (not including political activities) within the community in which that adult resides; or,
- b. Participate in an economic self-sufficiency program for eight (8) hours per month.

### 4. Exemptions

Exemptions to paragraph 3 above shall be made for any individual who:

- a. Is 62 years of age or older;
- b. Is a blind or disabled individual defined under section 216(i)(1) or 1614 of the Social Security Act (42 USC 416(i)(1); 1382c) and who is unable to comply with this section, or is a primary caretaker of such individual;
- c. Is engaged in a work activity (as such term is defined in section 407(d) of the Social Security Act (42 USC 607(d), as in effect on and after July 1, 1997)
- d. Meets the requirements for being exempted from having to engage in a work activity under the state program funded under part A of title IV of the Social Security Act (42 USC 601 et seq.) or under any other welfare program of the state in which the public housing agency is located, including a state-administered welfare-to-work program; or,

- e. Is in a family receiving assistance under a state program funded under part A of title IV of the Social Security Act (42 USC 601 et seq.) or under any other welfare program of the state in which public housing agency is located, including a state administered welfare-to-work program, and has not been found by the state or other administering entity to be in noncompliance with such program.

5. Annual Determinations

For each public housing resident, the Housing Authority shall, (thirty (30) minimum and ninety (90) maximum days) before the expiration of each lease term of the resident, review and determine the compliance of the resident with the requirement under paragraph 3 above. Such determinations shall be made in accordance with the principles of due process and on a nondiscriminatory basis.

6. Noncompliance

If the Housing Authority determines that the resident subject to the requirement under paragraph 3 has not complied with the requirement, the Housing Authority shall notify the resident in writing of such noncompliance. The written notification shall state that the determination of noncompliance is subject to the administrative grievance procedure and that failure by the resident to enter into an agreement, before the expiration of the lease term, to cure any noncompliance by participating in an economic self-sufficiency program for, or contributing to community service, as many additional hours as the resident needs to comply in the aggregate with such requirement over the 12-month term of the lease, may be cause for lease termination.

The Housing Authority shall not renew or extend any lease, or provide any new lease, for a dwelling unit for any household that includes an adult member subject to the requirement under paragraph 3 who has been determined to be in noncompliance with the requirement under paragraph 3 and has failed to attempt to cure the noncompliance.

7. Location of the community service or family self-sufficiency program

Adult residents subject to the requirement under paragraph 3 may participate in a community service or an economic self-sufficiency program at a location not owned by the Housing Authority.

The Housing Authority may provide a community service or an economic self-sufficiency program to meet the requirements of paragraph 3; however, the Housing Authority shall not substitute participation in community service or an economic self-sufficiency program for work performed by an employee of the Housing Authority or supplant a job at any location at which community work requirements are fulfilled.

8. Treatment of Income Changes Resulting from Welfare Program Requirements

This section applies to families that receive benefits for welfare or public assistance from a State or other public agency under a program for which the federal, state, or local law relating to the program requires, as a condition of eligibility for assistance under the program, participation of a member of the family in an economic self-sufficiency program.

a. Decreases in Income for Failure to Comply

For families whose welfare or public assistance benefits are reduced because of failure of any family member to comply with the conditions under the assistance program requiring participation in an economic self-sufficiency program or imposing a work activities requirement, the amount required to be paid by the family as a monthly contribution toward rent shall not be decreased.

b. Fraud

For families whose welfare or public assistance benefits are reduced because of an act of fraud by member of the family under the law or program, the amount required to be paid by the family as a monthly contribution toward rent shall not be decreased, during the period of reduction, as a result of any decrease in income of the family, to the extent that the decrease was the result of benefit reduction due to fraud.

c. Reduction Based on Time Limit for Assistance

The amount required to be paid as a monthly contribution toward rent by a family whose welfare or public assistance benefits are reduced as a result of the expiration of a lifetime time limit for a family, and not as a result of failure to comply with program requirements, shall be decreased, during the period of reduction, as a result of any decrease in income of the family, to the extent that the decrease was the result of benefit reduction due to expiration of a lifetime time limit.

d. Notice

The Housing Authority shall obtain written notification from the relevant welfare or public assistance agency specifying that the family's benefits have been reduced and cause for reduction prior to redetermination of monthly contribution toward rent.

e. Grievance

Any family affected by sections 8.a and 8.b above shall have the right to review the determination through the Housing Authority's grievance procedure.

## RECORD OF COMMUNITY SERVICE COMPLIANCE

Each adult resident (18 years of age to 61 years of age) is required to:


- a. Contribute eight (8) hours per month of community service (not including political activities) within the community in which that adult resides; or
- b. Participate in an economic self-sufficiency program for eight (8) hours per month.

Exemptions will be made to any individual who:

- a. Is 62 years of age or older;
- b. Is a blind or disabled individual defined under section 216(i)(1) or 1614 of the Social Security Act (42 USC 416(i)(1); 1382c) and who is unable to comply with this section, or is a primary caretaker of such individual;
- c. Is engaged in a work activity (as such term is defined in section 407(d) of the Social Security Act (42 USC 607(d), as in effect on and after July 1, 1997)
- d. Meets the requirements for being exempted from having to engage in a work activity under the state program funded under part A of title IV of the Social Security Act (42 USC 601 et seq.) or under any other welfare program of the state in which the public housing agency is located, including a state-administered welfare-to-work program; or,
- e. Is in a family receiving assistance under a state program funded under part A of title IV of the Social Security Act (42 USC 601 et seq.) or under any other welfare program of the state in which public housing agency is located, including a state administered welfare-to-work program, and has not been found by the state or other administering entity to be in noncompliance with such program.

**Certification by State or Local Official of PHA Plans Consistency with  
the Consolidated Plan**

I, Tom Griner the Director certify  
that the Five Year and Annual PHA Plan of the Albany Housing Authority is  
consistent with the Consolidated Plan of the City of Albany, New York prepared  
pursuant to 24 CFR Part 91.

 4/16/08

Signed / Dated by Appropriate State or Local Official

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Albany Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

**2. Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here  if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

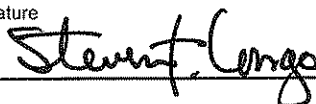
Name of Authorized Official

Steven t. Longo

Title

Executive Director

Signature

X 

Date

4/15/08

# Certification of Payments to Influence Federal Transactions

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

Applicant Name

Albany Housing Authority NY009

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

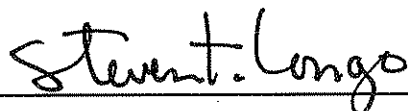
Name of Authorized Official

Steven T. Longo

Title

Executive Director

Signature



Date (mm/dd/yyyy)

4/15/08



# DISCLOSURE OF LOBBYING ACTIVITIES

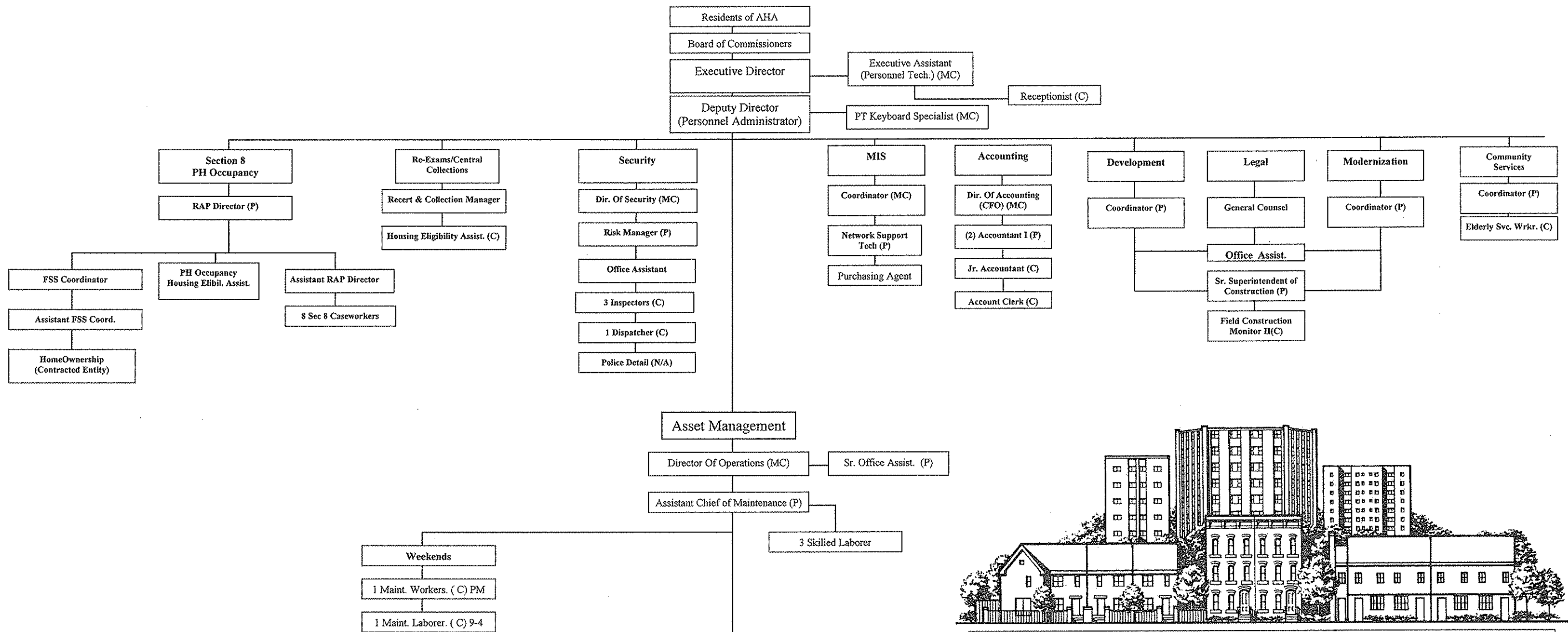
Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

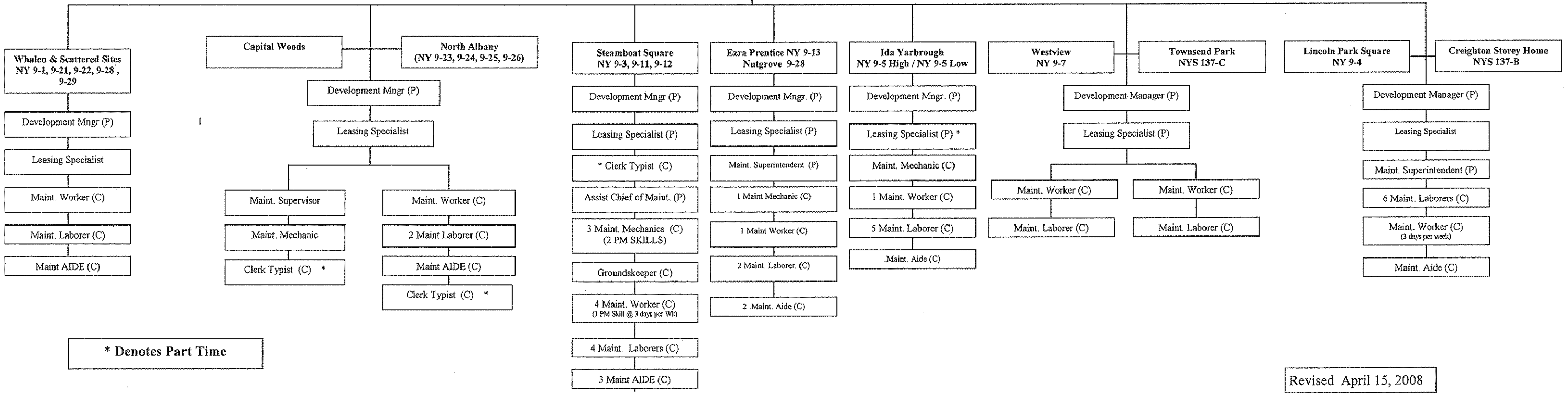
0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	<b>2. Status of Federal Action:</b> <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known: 21	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known:	
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Steven T. Longo</u> Print Name: <u>Steven T. Longo</u> Title: <u>Executive Director</u> Telephone No.: <u>518-641-7518</u> Date: <u>4/15/08</u>	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)



ALBANY HOUSING AUTHORITY—ORGANIZATIONAL CHART



\* Denotes Part Time

Revised April 15, 2008

MEETING – APRIL 8, 2008

PRESENT:

Father James Lefebvre  
Victor Cain  
Surraine Thomas  
Richard Tucker  
Melvenia Jenkins

ABSENT:

Paul Mancino  
John Burke

ALSO PRESENT:

Steven T. Longo  
Barry J. Romano  
Joe Brennan, Esq.

**RESOLUTION NO. 4-08-21**

The following resolution was introduced by Father James Lefebvre, read in full and considered:

RESOLVED, that approval be granted approval to submit the Albany Housing Authority's Annual Plan for fiscal year 2008.

Melvenia Jenkins moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Surraine Thomas, and upon roll call the "Ayes" and "Nays" were follows:

AYES:

Melvenia Jenkins  
Surraine Thomas  
Richard Tucker  
Father James Lefebvre  
Victor Cain

NAYS:

None

The Chairman thereupon declared said motion carried and said resolution adopted.

**Standard PHA Plan  
PHA Certifications of Compliance**

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the *Standard Annual, Standard 5-Year/Annual, and  
Streamlined 5-Year/Annual PHA Plans***

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X standard Annual,     standard 5-Year/Annual or     streamlined 5-Year/Annual PHA Plan for the PHA fiscal year beginning 2008, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

- 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
- 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105( a).
- 15. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
- 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- 17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
- 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- 19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
- 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
- 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

Albany Housing Authority  
PHA Name

NY009  
PHA Number/HA Code

- Standard PHA Plan for Fiscal Year: 2008
- Standard Five-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_, including Annual Plan for FY 20\_\_
- Streamlined Five-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_, including Annual Plan for FY 20\_\_

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official Steven T. Longo	Title Executive Director
Signature X <i>Steven T. Longo</i>	Date 4/16/08

## A. ADMISSIONS

### 1. Non Discrimination

The Housing Authority will not, on account of race, religion, national origin, age, sex, disability and familial status, deny or hinder any applicant family the opportunity to make application or lease a dwelling unit suitable to its needs in any of its developments. Neither will the Housing Authority discriminate because of disability, pregnancy, parenthood, nor marital or veteran status.

The selection of residents for occupancy of available units will be in conformance with all HUD guidelines and regulation and applicable Fair Housing and Equal Opportunity Requirements.

### 2. Deconcentration Policy

The Albany Housing Authority's Board approved policy states that AHA shall regularly monitor (a minimum of once annually each June) the percentages of families presently occupying each AHA owned development that is predominantly occupied by families with children and falling into the following categories:

- Families with income less than 30% of the median area income;
- Families with income falling between 30% and 50% of median area income;
- Families with income falling between 50% and 80% of median area income; and
- Families with income exceeding 80% of median area income.

If these income profiles of AHA family developments shows a deviation of more than 15 in any category (in terms of present occupants), applicants of the income category needed to balance the development's profile relative to other developments shall be offered a housing unit in that development first. This practice shall continue until sufficient numbers of families housed in the development in question to rectify the imbalance such that category deviation is less than 15% in any category.

AHA will require applicants for public housing to list their family incomes and these will be tracked in the above categories.

If these efforts are insufficient to rectify imbalances in a 3-month period of time, special marketing efforts shall be undertaken to promote living in some, one or more particular developments.

### 3. Income Targeting

Albany Housing Authority shall insure that as new applicants are "pulled" from the waiting list each month, at least 40% of such new applicants shall have family incomes of less than 30% of the area median income.

If selecting applicants in time/date/preference order should result in this percentage of very poor families being 40% or greater, then no special action shall be taken. If selecting applicants in time/date/preference order should result in fewer than 40% of that month's "call-in" batch being from the extremely low income family category, then selected applicants shall be skipped over (they shall remain on the top of the waiting list) until a family from the extremely low family income category shall be reached. This process shall continue until at least 40% of that month's "pull" shall be composed of extremely low income families.

If more than twenty names have to be skipped over to reach extremely low income family applicants, we will undertake special marketing efforts to attract extremely low income applicants to the waiting list. The waiting list for Low Income Public Housing will remain continuously open until further notice.

**APPENDIX E**

**(Pet Policy)**

## ALBANY HOUSING AUTHORITY

### PET POLICY

#### 1. Purpose

In compliance with Section 526 of the Quality Housing and Work Responsibility Act of 1998, the Housing Authority sets forth the following reasonable restrictions to residents who wish to keep a common household pet in their unit. Residents failing to adhere to these requirements will face lease termination.

##### a. Common household pets are restricted to:

Birds – including canary, parakeet, finch and other species that are normally kept caged; Large birds such as parrots, cockatoos, macaws, and fowl (chickens, ducks, geese, turkey, etc.) are prohibited birds of prey are prohibited.

Fish – Tanks or aquariums are not to exceed 35 gallons in capacity. Poisonous or dangerous fish are not permitted. Only one- (1) tank or aquarium is permitted per apartment.

Dogs\* – Not to exceed thirty- (30) pounds at time of maturity. All dogs must be neutered or spayed. Dog breeds including Rottweilers, Doberman pinschers, German Shepards, and pit bulls, or combinations thereof, are not permitted.

Small animals – gerbil, guinea pig, hamster (no more than two total per household). No rabbits are allowed.

*\*Albany Housing Authority allows for dog ownership ONLY in scattered site single-family homes specifically identified as NY 9-21 and only with the pre-approval of the Albany Housing Authority. Dogs are prohibited in all other developments at all times. Waivers will not be issued to this policy.*

Cats – Only domestic felines are permitted. All cats must be neutered or spayed. No more than two cats are allowed in any household.

Prohibited Pets include but are not limited to unconventional and endangered animals such as snakes, reptiles, monkeys, rodents (mice/rats), circus animals, lizards, salamanders, turtles, chameleon, ferrets, crocodiles/alligators, etc.

#### 2. Registration

Every pet must be registered with the Housing Authority's management prior to moving the pet into the unit and registration must be updated annually. Registration requires the following:

- a. A certificate signed by a licensed veterinarian, or a state or a local authority empowered to inoculate animals (or designated agent of such authority), stating that the animal has received all inoculations required by state and local law, if applicable.
- b. Proof of current license, if applicable (dogs, cats).
- c. Identification tag bearing the owner's name, address, and phone number (dogs, cats.)

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- d. A non-refundable initial registration fee of \$25.00
- e. Proof of neutering/spaying, if applicable (dogs, cats.)
- f. Photograph (no smaller than 3" X 5") of pet or aquarium.
- g. Fish – size of tank must be registered

3. Licenses and Tags

Every dog and cat (if required under local law) must have the appropriate animal license, a valid rabies tag and a tag bearing the owner's name, address and phone number. All dogs and cats must wear all tags while not in the owner's unit. All licenses and tags must be current.

4. Density of Pets

Only one- (1) dog (where allowed) or two cats per household will be allowed; or only two- (2) small birds will be allowed per apartment; or, no more than two – (2) pets in the small animal category (gerbil, hamster, guinea pig). The Housing Authority only will give final approval on type and density of pets.

5. Pet Offspring

No pet, already pregnant, may be introduced into any unit. Veterinarian certification is required. All animals must be spayed or neutered. No breeding of any animal or bird is allowed.

6. Visitors and Guests

No visitor or guest will be allowed to bring pets on the premises at any time. Residents will not be allowed to pet sit, harbor, or house a pet without fully complying with this policy.

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

7. Pet Restraints

1. Dogs where allowed must be on a leash when not in the owner's apartment. The lease must not be longer than five- (5) feet.

2. Cats must be in a caged container or on a leash when taken out of the owner's apartment.

3. Birds and small animals must be in a cage when inside of the resident's apartment or entering or leaving the building.

8. Liability

Residents owning pets shall be liable for the entire amount of all damages to the Housing Authority premises caused by their pet and all cleaning, defleaing and deodorizing required because of such pet. Pet owners shall be strictly liable for the entire amount of any injury to the person or property of other residents, staff or visitors of the Albany Housing Authority caused by their pet, and shall indemnify the Albany Housing Authority for all costs of litigation and attorney's fees resulting from such damage.

9. Sanitary Standards and Waste Disposal

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- a. Litter boxes must be provided for cats with use of odor-reducing chemicals/litter. Residents with litter boxes must clean them regularly. Noncompliance may result in removal of the pet. The Housing Authority reserves the right to impose a mandatory twice-weekly litter box cleaning as needed. Litter box garbage shall be placed in a sturdy plastic bag and deposited in the appropriate garbage container and/or trash compactor.
- b. Pets must be flea & tick free. Should flea extermination become necessary, cost of such extermination will be charged to pet owner.
- c. In accordance with city law, pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances of removal of pet feces by staff and where damages occur to Authority property due to pet. More than three- (3) such charges during a twelve-month period may be cause for pet removal and/or lease termination.
- d. All pet waste must be placed in a plastic bag and tied securely to reduce odor and placed in designated garbage container and/or trash compactor.
- e. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. A housekeeping inspection shall be conducted after 30 days of pet moving into the household. If the household fails the housekeeping inspection, which constitutes a failure to care for the pet in an appropriate manner; a notice of violation will be issued and the household will have seven- (7) days to correct the deficiencies. Pet owner's apartments may be subject to inspections once a month if complaints are received or problems occur or are suspected.

#### 10. General Rules

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

- a. No pet shall be tied up, chained or otherwise tethered anywhere on Authority property and left unattended for any amount of time.
- b. Pet owners will be required to make arrangements for their pet's care in the event of vacation or hospitalization.
- c. Doghouses are not allowed on Authority property.
- d. Additional fencing or other containment areas are not allowed on Authority property.
- e. Residents are expected to have full control of their animals at all times.

#### 11. Pet Areas

- a. Restrictions: At no time will pets be allowed in any public area such as community space, laundry rooms, sitting rooms, etc. Pets should only be in the lobby when entering or leaving the building.
- b. Approved Areas: Pets shall only be allowed to be exercised in areas clearly marked by the Housing Authority for pet use. If no area is designated, pets must be exercised off of AHA property. Pet owners are reminded of the City law of picking up after their pet at all times.

#### 12. Pet Rule Violation and Pet Removal

- a. If it is determined on the basis of objective facts, supported by written statement, that a pet owner has neglected to appropriately care for a pet and has violated a rule governing the pet policy, the Housing Authority shall serve a notice of pet rule violation on the pet owner. Serious or repeated violations may result in pet removal or termination of the pet owner's tenancy, or both.

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- b. If a pet poses a nuisance such as excessive noise, barking, odor, or whining, or other annoying behavior, which disrupts the peace and quality of life of other residents, owner will permanently remove the pet from premises upon request of management within forty-eight-(48) hours. Nuisance complaints regarding pets are subject to immediate inspections.
- c. If a pet owner becomes unable either through hospitalization, or illness, to care for the pet and the person so designated to care for the pet in the pet owner's absence refuses or is unable physically to care for the pet, the Housing Authority can officially remove the pet. Animal control will be called to remove the pet. The Authority accepts no responsibility for pets so removed.

13. Rule Enforcement

Violation of these pet rules will prompt a written notice of violation. The pet owner will have five- (5) days to correct a deficiency.

14. Damage Deposit

A "Pet Damage Deposit" of \$100.00 will be required for all pets. The "Pet Damage Deposit" must be paid in no more than five -(5) equal and monthly installments (\$20.00 minimum payment per month). A resident may choose to pay the full amount in less than five -(5) months. The pet deposit will be used to pay reasonable expenses directly attributable to the presence of the pet in the development including (but not limited to) the cost of repairs and replacements to, and fumigation of, the resident's dwelling unit, and any other area that is directly affected. Such damages may include, but is not limited to chewing damage, scratches to floor, carpeting, doors, woodwork, walls, molding, screens, windows; claw marks, water damage, feces/urine stains and /or odors, plumbing damage due to illegally flushing of animal waste, litter, hair, etc.

Damages will be assessed as they are discovered or noted by staff, contractors, visitors, guests, etc. Damage reports will be made and a copy given to the resident and a copy will be put in their tenant file. Repeat occurrences of damages will result in the permanent rescission of pet ownership privileges.

The "Pet Damage Deposit" will be returned upon vacate of the apartment the owner upon satisfaction of all damage payments assessed. In the event that the pet owner is no longer able to have a pet, the pet owner may apply for a refund of the pet deposit less any damages charged if applicable.

15. Denial of Pets

Residents may be denied pet registration approval if management determines that the tenant was/is unable to fulfill their past or future obligations as a pet owner or are unable to adhere to the terms of the lease or pet rules.

16. Exceptions

- a. Service Animals: This policy does not apply to service animals that are used to assist persons with disabilities. This exclusion applies to service animals that reside in the development, as well as service animals used to assist persons with disabilities that visit the development. Pets used for the purpose of aiding residents with disabilities must have appropriate certification. The Housing Authority shall maintain a list of agencies that provide and/or train animals to give assistance to individuals with disabilities.
- b. K-9 Service Animals: Police officers, under the public housing police officer program, who move in with K-9 service animals are exempt from this policy. Only the K-9 animal is exempt; family pets shall not be exempt.

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- c. Persons with approved service animals are expected to follow the appropriate rules on pet control, behavior, health and welfare, and pet waste.

17. The Pet Policy is a part of the Lease Agreement by addendum. The following acknowledgement will become a part of the lease by addendum and must be executed by the Housing Authority representative and the head of household at initial and subsequent lease terms. The resident and AHA management will complete a separate registration form.

**ACKNOWLEDGEMENT OF RECEIPT**

An Albany Housing Authority representative has reviewed the Pet Policy in its entirety and has fully explained the rules and regulations regarding pet ownership.

Dated \_\_\_\_\_

PHA Representative \_\_\_\_\_  
Printed Name  
Date

\_\_\_\_\_  
Signature

Head of Household \_\_\_\_\_  
Printed Name  
Date

\_\_\_\_\_  
Signature

Other Adult in HH \_\_\_\_\_  
Printed Name  
Date

\_\_\_\_\_  
Signature

Other Adult in HH \_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

## **Section 8 Project Basing Plans**

If the AHA determines there are vouchers available for project-basing, we will select Project-Based voucher proposals by one of the following methods:

- A) AHA will advertise by Public Notice a request for Project-Based Voucher proposals; OR
- B) AHA will select a proposal for Project-Based Vouchers for housing assisted under a federal, state, or local government housing assistance, community development, or supportive services program that requires competitive selection of proposals (e.g., HOME, and units for which competitively awarded LIHTCs have been provided), where the proposal has been selected in accordance with such program's competitive selection requirements within three years of the PBV proposal selection date, and the earlier competitive selection proposal did not involve any consideration that the project would receive PBV assistance.

## Proposed Changes to Section 8 Administrative Plan:

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### Section 5.8 Grounds for Denial

I. Have a family member who was evicted or terminated from any assisted housing program

N. Have a family member registered under a State sex offender registration program.

Remove Q. Currently convicted of a crime and/or serving a sentence that includes probation or parole.

Page 30

Change the preferences for admissions as follows:

#1 A-D are equally weighted and will take preference over all other admissions. If funding is available, they will be considered special admissions and will be briefed and qualified for a voucher immediately.

#### #1A: Families referred by HIP

The AHA will accept a total of up to 20 Homeless Intervention Program participant applications for either public housing or Section 8 assistance in a calendar year (included both programs combined). Where all other considerations are equal, residents of the City of Albany will be selected before non-residents. These HIP applications may be accepted even when the waiting list is closed.

#### #1B: Federal Safe Home Program Participants

The AHA participates in the Federal Safe Home Program which provides housing or housing assistance to persons in need of transitional housing due to domestic violence, crime prevention, or witness protection.

#### #1C: Credit Ready Public Housing Homeownership Participants for Homeownership Voucher

These clients shall have priority over general applicants, and their applications for Section 8 homeownership vouchers shall be processed immediately provided that they are credit ready for a prevailing rate mortgage as determined by our HUD approval counseling partner.

#### #1D: Credit Ready Shelter Plus Case Program Participants for Homeownership Vouchers

These clients shall have priority over general applicants, and their applications for Section 8 homeownership vouchers shall be processed immediately provided that they are credit ready for a prevailing rate mortgage as determined by our HUD approval counseling partner.

#2A: Working families, or those unable to work due to age or disability who live or work in the City of Albany.

- a. Working families: Families that have at least one adult member that can prove that they have been employed for nine (9) months of the last twelve (12) months.

b. Families unable to work due to age or disability: Families that have at least one adult member who is 62 years of age or older or are receiving social security disability, supplemental security income benefits, or any other payments based on an individual's inability to work.

#2B: Working families, or those unable to work due to age or disability who do not live or work in the City of Albany.

#3: Educational or training program participant or graduate (those who are residents of the City of Albany will have a preference of those who are not).

Families that have at least one adult member who is a graduate or active participant in educational or training programs that are designed to prepare individuals for the job market. Verification shall be required from the educational or training program. Income from stipends from educational or training programs shall be excluded from income, in accordance with section 9 of this policy, determination of annual income.

Page 35

Section 7.2 Packet

C. delete "exception payment standard"

Page 38

Section 7.5 Approval to lease a unit

Change first sentence to read "The Albany Housing Authority will approve a lease and the lease term can only begin if all the following conditions are met:"

Then delete the entire section following "The lease term may only begin after all the following conditions are met: #1 - #5.

Page 40

Section 7.6 Albany Housing Authority Disapproval of Owner

H. If the owner is the parent, child, grandparent, grandchild, sister, or brother or any member of the family of a voucher holder unless the Albany Housing Authority.....

Page 43

Section 8.2 Procedures Regarding Family Moves

C. Payment standards, and the utility allowance schedule;

Page 44

Section 9.1 General Portability Policies

Third paragraph – “Families participating the Voucher Program will not be allowed to move more than once in any 12-month period ....” Move this entire paragraph to the above section “Procedures Regarding Family Moves”.

Fourth paragraph – Families may only move to a jurisdiction where a Section 8 Program is being administered.

Sixth paragraph – “If a family has moved out of their assisted unit in violation of the lease ....” Move this entire paragraph to the above section “Procedures Regarding Family Moves”.

Page 45

Section 9.3 Portability: Administration by Receiving Housing Authority

A. “... must administer assistance for the family if that Housing Authority has a tenant-based program covering the area where the unit is located

Section 9.4 Portability Procedures

2. The Albany Housing Authority will ask the Receiving Housing Authority to report what the actual voucher payment standard is in their jurisdiction and if the Receiving Housing Authority is willing to absorb the client.



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Section 12.1 General

Replace with the following: Since October 1, 1999, the Albany Housing Authority has issued only vouchers to applicants, movers, and families entering the jurisdiction through portability.

Page 66

Section 12.4 Comparability

First paragraph: In making a rent reasonableness determination, the Housing Authority will compare the rent for the unit to the rent of comparable units in the same or comparable neighborhoods, by census tract and/or zip code.

Page 66

Section 12.5 Maximum Subsidy

Delete paragraph 2 that refers to the merger of the certificate and voucher programs. The merger is complete.

Page 99

Section 15.2 Annual Reexamination

Third Paragraph: The Albany Housing Authority will send a notification letter to the family letting them know that it is time for their annual reexamination and scheduling an appointment or giving the family an opportunity to return all the documentation by mail. This letter will be sent out at least 90 days in advance of the anniversary date. The letter includes all necessary recertification forms. The letter includes instructions permitting the family to reschedule the interview if necessary. The letter tells families who may need to make alternate arrangements due to a disability that they may contact staff to request an accommodation of their needs.

Delete fourth paragraph regarding reasonable accommodation. Already contained in last sentence of third paragraph.

During the ~~interview~~ course of the re-examination (whether by mail or personal interview), the family will provide .....

Page 101

This section follows the information on client being sent a warning letter, and a second warning letter.

Section 15.2.3 Failure to Respond to Notification to Reexamination

Second Paragraph: If the family does not return the signed paperwork or appear for a reexamination interview, and has not rescheduled or made prior arrangements with the Housing Authority, , the Housing Eligibility Assistant will then send the family a notice of termination and offer them an informal hearing.