



BHA Bessemer Housing Authority

FISCAL YEAR 2009

ANNUAL PLAN

**Alphonso Patrick
Executive Director**

PHA 5-Year and Annual Plan		U.S. Department of Housing and Urban Development Office of Public and Indian Housing		OMB No. 2577-0226 Expires 4/30/2011	
1.0	PHA Information PHA Name: HOUSING AUTHORITY OF THE CITY OF BESSEMER PHA Code: AL125 PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY) 07/2009				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: 1,215 Number of HCV units: 469				
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH HCV
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update. Refer to Attachment 10.0 for the Agency's explanation of "Substantial Deviation"				
5.1	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 for the next five years: The Bessemer Housing Authority's mission is to provide drug free, decent, safe, and sanitary housing for eligible families; to increase the supply of affordable rental housing for low-income families who cannot afford to pay market rents, and to provide educational opportunities and promote self-sufficiency and economic independence for all residents.				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. See Attachment 5.0				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: See Attachment 6.0 (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. The public may obtain copies of the BHA 5-year and Annual PHA Plans at the BHA Central Office located at: 1515 Fairfax Avenue South, Bessemer, AL 35021-1390, and at the following development management offices: 1) Braswell Homes, 610 35 th St., N. 2) Kate Waller Homes, 1100 5 th Ave., N. 3) Sunset Homes, 1003 34 th St., N. 4) Davis Heights/Asbury Howard, 624 22 nd St., S. 5) Southside Homes, 2501 Clarendon Ave. 6) Hillside Homes/Cobb Gardens, 401 35 th St., S. 7) Thompson Manor, 1520 Exeter Ct.				
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership See Attachment 7.0				

8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <p>See Attachment 8.0 for Summary</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>See Attached Annual Statement/Performance and Evaluation Report</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>See Attached Capital Fund Program Five-Year Action Plan</p>
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>See Attachment 9.0</p>
9.1	<p>Strategy for Addressing Housing 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. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>See Attachment 9.1</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>See Attachment 10.0</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p> <p>See Attachment 11.0</p>

**FY 2009 PHA ANNUAL PLAN UPDATE
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5.0 Goals and Objectives

The Agency has included new goals and objectives to coincide with the revised mission statement as follows:

1. **PHA Goal: Expand the supply of assisted housing**

BHA has revised its objectives to include the following:

- **Leverage private or other public funds to create additional housing opportunities**
- **Acquire or build units or developments**

Note: BHA will pursue additional partnerships and funding opportunities with other authorities, municipalities, private entities, and financial institutions in an effort to develop additional affordable housing, both for rental and homeownership.

2. **PHA Goal: Increase assisted housing choices**

BHA has revised its objectives to include the following:

- **Implement voucher homeownership program**
- **Implement public housing or other homeownership programs**
- **Convert public housing to vouchers**

Note: The Agency will expand its FSS program to facilitate a Homeownership program for both Public Housing and Housing Choice Voucher residents. The PHA will also develop a Lease Purchase Program for qualified residents and other income eligibles.

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

BHA has revised its objective to include the following:

- **Increase the number and percentage of employed persons in assisted families.**

Note: BHA shall employ an Admissions Preference System that will include qualified **Working Full-Time, and Working Part-Time** categories.

4. **Other PHA Goals and Objectives:**

- **Work with residents to establish a Resident Advisory Board encompassing all sites**
- **Improve PHAS scores**
- **Continue to improve SEMAP scores**

ATTACHMENT 6.0

6.0 PHA Plan Update

(a) Several plan elements have been revised since the PHA's prior plan submission, and are listed below.

1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures, [24 CFR Part 903.7 9 I]

The PHA has revised its Eligibility, Selection and Admissions Policies, and Wait List procedures for both Public Housing and HCV Programs, including unit assignments for special circumstances (Public Housing only-ACOP attached) as follows:

PUBLIC HOUSING

Establishment of Preferences for the Waiting List:

Preferences will establish the order of placement on the waiting list, and will only be granted to applicants who are otherwise qualified and who at the time of the unit offer (prior to execution of lease) meet the definitions of the preferences described below (Preference 1 = highest priority; Preference 7 = lowest priority). At the time of application, initial determinations of an applicant's entitlement to a preference may be made on the basis of an applicant's certification of their qualification for that preference. Before selection is made, this qualification must be verified and every applicant must still meet the HA's Selection Criteria before being offered a unit. The HA will not relax eligibility or screening criteria to admit otherwise unqualified applicants.

****Note: Income targeting requirements shall take precedence over all Preferences.**

Waiting List Preferences:

Preference 1: Natural Disaster (PH Resident)

This selection preference is for a public housing family or individual in the City of Bessemer or another jurisdiction, affected by a federal and/or state natural disaster.

Preference 2: Natural Disaster (Non PH Resident)

This selection preference is for all other families or individuals affected by a federal and/or state declared natural disaster.

Preference 3: Displaced

This selection preference is for individuals or families displaced by government action (i.e. required to move by level of government: federal, state or local), refugees as defined by federal law, and individuals displaced due to the inaccessibility of a unit including fire/flood or other casualty to the unit; and /or

HUD disposition of a HUD multi-family project, or individuals displaced by domestic violence.

Preference 4: Veterans

This selection preference is an individual who has served on active duty in the U.S. Army, Navy, Air Force, Marine Corps, or Coast Guard, but for not less than ninety days active service, and is no longer on active duty. Persons who have served in the National Guard or Military Reserves are classified as veterans only if they have been called or ordered to active duty.

The veteran preference shall include the spouse, surviving spouse, dependent parent or dependant child of a veteran, and the divorced spouse of a veteran who is legal guardian of a child of the veteran.

Applicants claiming this preference will be required to provide U.S. Government documents which indicates that the applicant qualifies under the above definition.

Note: To qualify as a surviving spouse the applicant must have been married at the time of veteran's death and never remarried.

Preference 5: Working Full-Time

To qualify for this selection preference, the head-of-household, spouse, or sole member of the family must work for wages, commissions, or other consideration of value and demonstrate full-time employment (32 hours or more per week) at the time of application and at the time of unit offer. It must be apparent that the full time employment is of a continuous, as opposed to a temporary nature, and the applicant must anticipate such continuous employment after the date of placement. Seasonal full-time employment such as that of school support personnel shall be eligible for this preference if the break in continuous employment is a result of the academic school calendar.

Unemployed workers shall be eligible for this preference only if the person is currently receiving unemployment benefits. To be eligible for unemployment benefits, the person must have worked and earned wages in at least 2 quarters of their qualifying base period. The qualifying base period shall be the first 4 quarters (12 months) of the last 5 completed quarters from the date the claim was filed. For example, if the claim was filed effective 10/5/08, the qualifying base period would be the 12 month period beginning 7/1/07 and ending 6/30/08.

The total of the qualifying base period earnings must equal or exceed 1 and ½ times the highest quarter earnings. The average of the two highest quarters must equal or exceed \$1,157.01.

NOTE:A head-of household, spouse or sole member aged 62 or older, or a person with disabilities is eligible for this preference.

Preference 6: Working Part-Time

To qualify for this preference, the head-of-household, spouse, or sole member of the family must work for wages, commissions, or other consideration of value, and demonstrate part-time employment (20 hours to 31 hours per week) at the time of application and at the time of unit offer. It must be apparent that the part-time employment is of a continuous, as opposed to a temporary nature, and the applicant must anticipate such continuous employment after the date of placement. Seasonal part-time employment such as that of school support personnel, shall be eligible for this preference if the break in continuous employment is a result of the academic school calendar.

Preference 7: Job Training and Other Certified Development Programs

To qualify for this preference, the head-of-household, spouse, or sole member of the family must be participating in an education or employment program funded by HUD, the Workforce Investment Board, or any other federal, state, or local organization whose primary purpose is to prepare low and very low income individuals for economic independence or family self-sufficiency. Such participation must be for a minimum of twenty (20) hours per week, and must be verified in writing by the program provider.

Additionally, the BHA may, from time to time, certify other programming that may qualify for this preference.

Note: Applications will be reviewed and placed in consecutive order by each preference category, date/time stamped, and assigned accordingly.

Special Circumstance Preferences:

These preferences apply only to specific units:

- For one bedroom/efficiency units; elderly, disabled families and displaced persons over single persons.
- The HA has designated **Thompson Manor** as an elderly-only development in accordance with HUD regulations, and will only offer available units for occupancy to elderly and disabled families 62 years of age or older.
- The HA has designated specific buildings in the **Southside Homes** development for occupancy by elderly, near-elderly and disabled families only.

Factors other than Preferences:

Before applying its preference system, the HA will match the characteristics of the available unit to the applicants available on the waiting list. Unit sizes, accessibility features, or type of project limit the admission of families to households whose characteristics match the vacant unit available. By matching unit and family characteristics, families lower on the waiting list may receive an offer of housing before families with an earlier date and time of application or families with a higher preference

(e.g. the next unit available is an accessible unit and the only applicant family needing such features is in the non-preference pool, i.e. having no preference). Factors other than the preference system that affect applicant selection are described below:

- a) When selecting a family for a unit with accessible features, the HA will give a preference to families that include persons with disabilities who can benefit from the unit's features. First preference will be given to existing resident families seeking a transfer and second preference will be given to applicant families. If no family needing accessible features can be found for a unit with such features, the HA will house a family not needing the unit features, but a non-disabled family in an accessible unit will be required to move so that a family needing the unit features can take advantage of the unit.
- b) When selecting a single person at a mixed population development, elderly, disabled, or displaced single persons have priority over other singles. Single applicants who are not elderly, disabled, or displaced can only be admitted after all elderly or disabled families or single displaced persons have been offered units.

Note: Preferences will be granted to applicants who are otherwise qualified and who, at the time of the unit offer (prior to execution of a lease) meet the definitions of the preferences described above. The HA will not hold units vacant for applicants with preferences, nor will it relax eligibility or screening criteria to admit otherwise unqualified applicants with preferences.

Administration and Verification of the Preferences:

Depending on the time an applicant may have to remain on the waiting list, the HA will either verify preferences at the time of application (when the waiting list is short or nonexistent) or require that applicants certify to their qualification for a preference at the time of pre-application (when the wait for admission exceeds four months). Verifying preferences is one of the earliest steps in processing applicants for admission. Preference verifications shall be no more than 120 days old at the time of certification.

- a) The HA may use a pre-application to obtain the family's certification that it qualifies for a preference. The family will be advised to notify the HA of any change that may affect their ability to qualify for a preference.
- b) Applicants that are otherwise eligible and self-certified as qualifying for a preference will be placed on the waiting list in the appropriate applicant pool.
- c) Applicants that self-certify to a preference at the time of pre-application and cannot verify current preference status at the time of certification will be moved into the non-preference category, and to a lower position on the waiting list based on date and time of application, if applicable.

Changes in Preference Status While on the Waiting List:

Families on the waiting list who do not qualify for a preference when they applied may experience a change in circumstances that later qualifies them for a preference. The reverse may also occur. In such circumstances, the family should contact the HA so that their status may be recertified or reverified. If preference status changes, applicants retain their original date and time of application or application number.

If the HA determines that the family does now qualify for a preference, they would be moved up on the waiting list in accordance with their preference, and their date and time of application, and would be informed in writing of how the change in status has affected their position on the waiting list.

Notice and Opportunity for a Meeting:

If the HA determines that an applicant does not meet the criteria for a preference, the HA must promptly provide the applicant with written notice of the determination. The notice must contain a brief statement of the reasons for the determination, and state that the applicant has the right to meet with the HA's designee to review it. If requested within the time given in the notice the meeting must be conducted by a person or persons designated by the HA. The person designated by the HA to conduct the informal hearing shall be an impartial person appointed by the HA other than a person who made the approval of the HA's action under review or a subordinate of such person. The procedures specified in this section must be carried out in accordance with HUD's requirements. The applicant may exercise other rights if the applicant believes that he or she has been discriminated against on the basis of race, color, age, religion, sex, disability, familial status, and national origin.

HOUSING CHOICE VOUCHER PROGRAM

Establishment of Preferences for the Waiting List:

Preferences will establish the order of placement on the waiting list, and will only be granted to applicants who are otherwise qualified and who at the time of the unit offer (prior to execution of lease) meet the definitions of the preferences described below (Preference 1 = highest priority; Preference 5 = lowest priority). At the time of application, initial determinations of an applicant's entitlement to a preference may be made on the basis of an applicant's certification of their qualification for that preference. Before selection is made, this qualification must be verified and every applicant must still meet the HA's Selection Criteria before being offered a unit. The HA will not relax eligibility or screening criteria to admit otherwise unqualified applicants.

****Note:Income targeting requirements shall take precedence over all preferences.**

Preference 1: Displaced

This selection preference is for individuals or families displaced by government action (i.e. required to move by level of government: federal, state or local),

refugees as defined by federal law, and individuals displaced due to the inaccessibility of a unit including fire/flood or other casualty to the unit; and /or HUD disposition of a HUD multi-family project, or individuals displaced by domestic violence.

Preference 2: Veterans

This selection preference is an individual who has served on active duty in the U.S. Army, Navy, Air Force, Marine Corps, or Coast Guard, but for not less than ninety days active service, and is no longer on active duty. Persons who have served in the National Guard or Military Reserves are classified as veterans only if they have been called or ordered to active duty.

The veteran preference shall include the spouse, surviving spouse, dependent parent or dependant child of a veteran, and the divorced spouse of a veteran who is legal guardian of a child of the veteran. To qualify as a surviving spouse, the applicant must have been married at the time of veteran's death and never remarried.

All applicants claiming this preference will be required to provide U.S. Government documents which indicates that the applicant qualifies under the above definition.

Note: To qualify as a surviving spouse the applicant must have been married at the time of veteran's death and never remarried.

Preference 3: Working Full-Time

To qualify for this selection preference, the head-of-household, spouse, or sole member of the family must work for wages, commissions, or other consideration of value and demonstrate full-time employment (32 hours or more per week) at the time of application and at the time of unit offer. It must be apparent that the full time employment is of a continuous, as opposed to a temporary nature, and the applicant must anticipate such continuous employment after the date of placement. Seasonal full-time employment such as that of school support personnel shall be eligible for this preference if the break in continuous employment is a result of the academic school calendar.

Unemployed workers shall be eligible for this preference only if the person is currently receiving unemployment benefits. To be eligible for unemployment benefits, the person must have worked and earned wages in at least 2 quarters of their qualifying base period. The qualifying base period shall be the first 4 quarters (12 months) of the last 5 completed quarters from the date the claim was filed. For example, if the claim was filed effective 10/5/08, the qualifying base period would be the 12 month period beginning 7/1/07 and ending 6/30/08.

The total of the qualifying base period earnings must equal or exceed 1 and ½ times the highest quarter earnings. The average of the two highest quarters must equal or exceed \$1,157.01.

Note:A head-of household, spouse or sole member aged 62 or older, or a person with disabilities is eligible for this preference.

Preference 4: Working Part-Time

To qualify for this preference, the head-of-household, spouse, or sole member of the family must work for wages, commissions, or other consideration of value, and demonstrate part-time employment (20 hours to 31 hours per week) at the time of application and at the time of unit offer. It must be apparent that the part-time employment is of a continuous, as opposed to a temporary nature, and the applicant must anticipate such continuous employment after the date of placement. Seasonal part-time employment such as that of school support personnel, shall be eligible for this preference if the break in continuous employment is a result of the academic school calendar.

Preference 5: Job Training and Other Certified Development Programs

To qualify for this preference, the head-of-household, spouse, or sole member of the family must be participating in an education or employment program funded by HUD, the Workforce Investment Board, or any other federal, state, or local organization whose primary purpose is to prepare low and very low income individuals for economic independence or family self-sufficiency. Such participation must be for a minimum of twenty (20) hours per week, and must be verified in writing by the program provider.

Additionally, the BHA may, from time to time, certify other programming that may qualify for this preference.

Note:Applications will be reviewed and placed in consecutive order by each preference category, date/application number, and assigned accordingly.

Administration and Verification of the Preferences:

Depending on the time an applicant may have to remain on the waiting list, the HA will either verify preferences at the time of application (when the waiting list is short or nonexistent) or require that applicants certify to their qualification for a preference at the time of pre-application (when the wait for admission exceeds four months). Verifying preferences is one of the earliest steps in processing applicants for admission. Preference verifications shall be no more than 120 days old at the time of certification.

- a) The HA may use a pre-application to obtain the family's certification that it qualifies for a preference. The family will be advised to notify the HA of any change that may affect their ability to qualify for a preference.
- b) Applicants that are otherwise eligible and self-certified as qualifying for a preference will be placed on the waiting list in the appropriate applicant pool.
- c) Applicants that self-certify to a preference at the time of pre-application and cannot verify current preference status at the time of certification will

be moved into the non-preference category, and to a lower position on the waiting list based on date and number of application, if applicable.

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2.) Financial Resources [24 CFR Part 903.7 9 (b)]

The following is a list of 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. 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 are not stated.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2009 grants)		
a) Public Housing Operating Fund	\$ 3,996,240	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
b) Public Housing Capital Fund	\$ 2,311,962	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$2,613,505	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below) 2009 Recovery Act Capital Fund	\$2,926,487	
HCV Family Self-Sufficiency Program Coordinator Grant	\$ 35,468	FSS Program Coordination
1. Prior Year Federal Grants (unobligated funds only) (list below)		
2. Public Housing Dwelling Rental Income	\$ 924,443	Public Housing Operations
3. Other income (list below)		
Interest	\$ 59,500	Public Housing Operations
Misc. – Pest Control, Late Fees, Maintenance Charges	\$ 92,500	Public Housing Operations
4. Non-federal sources (list below)		
Summer Food Service	\$ 175,000	Summer Lunch Program
Total Resources	\$ 13,135,105	

3.) Rent Determination [24 CFR Part 903.7 9 (d)]

N/A – No revisions

4.) Operations and Management [24CFR Part 903.7 9 (e)]

a. PHA Management Structure:

An organization chart showing the PHA's new management structure is attached.

HUD Programs Under PHA Management:

The PHA will continue to administer the Public Housing and HCV Federal programs during the upcoming fiscal year.

The Public Housing Program provides a total **1,215** units with an expected turnover rate of 11% (147) during the upcoming fiscal year.

The HCV Program administers a total of **469** Section 8 Vouchers with an expected turnover rate of 11% (45) during the upcoming fiscal year.

Note: The PHA was recently awarded a total of **sixty** (60) Relocation Vouchers for residents at the Hillside Homes development.

5.) Grievance Procedures [24CFR Part 903.7 9 (f)]

N/A – No revisions

6.) Designated Housing for Elderly and Disabled Families [24CFR 903.7 9 (i)]

N/A – No revisions

7.) Community Service and Self-Sufficiency [24 CFR Part 903.7 9 (l)]

The Agency has expanded its family self-sufficiency (FSS) program to include a Community Service Coordinator who will collaborate with local agencies and community leaders in an effort to assist FSS participants acquire the knowledge, skills and experience needed to attain economic independence.

8.) Safety and Crime Prevention [24 CFR Part 903.79 (m)]

The PHA will continue measures to ensure the safety of its public housing residents as follows:

- Requesting crime data from the police department for analysis and action
- Scheduling regular meetings with police department, PHA staff, and residents
- Converting two public housing units at the Southside Homes development into a police sub-station

9.) Pets [24 CFR Part 903.7 9 (n)]

See revised Pet Policy Lease Addendum (attached) which upon approval, shall be executed in accordance with Section IV (P) of the Dwelling Lease.

10.) Civil Rights Certification [24 CFR Part 903.7 9 (o)]

The Civil Rights Certification is included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

11.) Fiscal Year Audit [24 CFR Part 903.7 9 (p)]

The results of the most recent fiscal year audit for the PHA are attached.

12.) Asset Management [24 CFR Part 903.7 9 (q)]

The PHA elects to phase-in its management fees through 2011. Currently, the overhead charged to the public housing program is \$67.26 PUM, based on most recent financial statements (FYE 2008). The allowable management fees are as follows:

Management Fees-----	\$46.11 PUM
Bookkeeping Fee-----	\$ 7.50 PUM
Asset Management Fee----	\$10.00 PUM
Total-----	\$63.61 PUM

The difference between the current overhead costs, \$67.26 PUM, and the allowable fee schedule is \$3.65. The PHA proposes the following phase-in schedule:

FYE 6/30/2008-----	\$67.26
FYE 6/30/2009-----	\$66.76
FYE 6/30/2010-----	\$66.26
FYE 6/30/2011-----	\$63.61

ATTACHMENT 7.0

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers [24 CFR Part 903.7 9 (h)]

- a.) Hope VI or Mixed Finance Modernization or Development.
The PHA does not plan to apply for a HOPE VI Revitalization grant in the Plan year.
- b.) Demolition and/or Disposition [24 CFR Part 903.7 9 (h)]

Demolition/Disposition Activity Description
1a. Development name: Hillside Homes 1b. Development (project) number: AL125-006
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (04/17/2007)
5. Number of units affected: 160
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 03/03/2009 b. Projected end date of activity: 11/30/2009

- c.) Conversion of Public Housing [24 CFR Part 903.7 9 (j)]

Conversion of Public Housing Activity Description
1a. Development name: Southside Homes 1b. Development (project) number: AL125-005
2. What is the status of the required assessment? <input checked="" 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)
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to

block 5.)

3. Status of Conversion Plan (select the statement that best describes the current status)

- Conversion Plan in development
- Conversion Plan submitted to HUD on: (DD/MM/YYYY)
- Conversion Plan approved by HUD on: (DD/MM/YYYY)
- Activities pursuant to HUD-approved Conversion Plan underway

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

- Units addressed in a pending demolition application (date submitted or approved: 11/30/2008)

d.) Homeownership [24 CFR Part 903.7 0 (k)]

The PHA does not administer a Public Housing homeownership program at this time. However, plans are underway to administer a homeownership program in the near future.

The PHA currently administers 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. The PHA will limit the number of families participating in the Section 8 homeownership program to 25 or fewer participants.

The PHA will establish eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria.

e.) Project-based Vouchers

The PHA does not wish to use the project-based voucher program at this time.

ATTACHMENT 8.0

8.0 Capital Improvements [24CFR Part 903.7 9 (g)]

The Capital Fund Program Annual Statement/Performance and Evaluation Report is included as an attachment to the Annual Plan for approval of capital grant funds totaling \$2,311,962. Of this amount \$462,392 will be utilized for authority-wide operations. A total of \$46,000 will be applied toward computer upgrades, various training sessions, and/or consultation services to ensure compliance with the Hud-mandated asset based management structure of the authority. Ten percent of the total grant funds (\$231,196.00) will be allocated toward staff salaries.

Architectural and Engineering services are included in the proposal to cover the fees and costs for blueprints, job specifications, bid solicitations, and paperwork required for demolition projects. The costs for these services are projected to be \$75,000.

A total of \$78,567 will be utilized for site improvements and will include gutter and driveway repairs, landscaping, and backflow prevention. The remaining \$1,418,807 is allotted for improvements to dwelling structures and will include mechanical and electrical upgrades, and major interior repairs of units.

ATTACHMENT 9.0

9.0 Housing Needs [24CFR Part 903.79 (a)]

PHA Housing Needs of Families have been updated for FY 2009. The data provided in the following table was based upon information in the 2005-2009 Consolidated Plan applicable to the jurisdiction:

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessability	Size	Location
Income <= 30% of AMI	1,111	5	2	3	2	2	1
Income >30% but <=50% of AMI	420	5	2	3	2	3	2
Income >50% but <80% of AMI	111	3	2	4	3	3	3
Elderly	320	5	3	3	4	2	2
Families with Disabilities	N/A						
Race/Ethnicity W	476	3	3	3	2	3	3
Race/Ethnicity B	1,141	5	3	2	3	2	1
Race/Ethnicity H	N/A						
Race/Ethnicity O	25						

Housing Needs of Families on the **Public Housing** and **Section 8-Tenant Based Assistance** Waiting Lists have changed as follows:

Public Housing	# of families	% of total families	Annual Turnover
Waiting list total	434		197
Extremely low income <=30% AMI	434	100%	
Very low income (>30% but <=50% AMI)	0	0%	
Low income (>50% but <80% AMI)	0	0%	
Families with	236	54%	

children			
Elderly families	6	1%	
Families with Disabilities	94	22%	
Race/ethnicity W	13	3%	
Race/ethnicity B	223	51%	
Race/ethnicity O	0	0%	
Characteristics by BR Size (PH Only)			
0BR	3	1%	
1BR	193	44%	
2 BR	158	36%	
3 BR	59	14%	
4 BR	13	3%	
5 BR	8	2%	

Section 8 Tenant-Based	# of families	% of total families	Annual Turnover
Waiting list total	224		58
Extremely low income <=30% AMI	224	100%	
Very low income (>30% but <=50% AMI)	0	0%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	191	85.27%	
Elderly families	1	.45%	
Families with Disabilities	33	14.74%	
Race/ethnicity B	220	98.22%	
Race/ethnicity W	4	1.79%	
Race/ethnicity O	0	0%	

ATTACHMENT 9.1

9.1 Strategy for Addressing Housing Needs [24 CFR Part 903.79 (a)]

The PHA has chosen to pursue the following strategies based on Community priorities regarding housing assistance, and results of consultation with local government.

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:

- Reducing time to renovate public housing units
- Seeking replacement of public housing units lost to the inventory through mixed finance development.
- Undertaking 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

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

- Leveraging 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.

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

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

- Employing admissions preferences aimed at families who are working

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly by:

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

Need: Specific Family Types: Families with Disabilities

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

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

ATTACHMENT 10.0

Additional Information

a.) Progress in Meeting Mission and Goals

The Housing Authority of the City of Bessemer continues its efforts to make significant progress in accomplishing the mission of the agency, and in meeting the goals of the 5-Year Plan. With the addition of a solid, professional management team combined with new and improved operational policies and procedures, our main objective is to achieve high performer status as we address the housing needs of families residing in the Bessemer jurisdiction.

The agency is currently in the process of pursuing varying and flexible partnerships and funding opportunities with other authorities, municipalities, private entities, and financial institutions to leverage funding for the benefit of residents and larger communities, and to develop additional affordable housing, both for rental and homeownership. Plans are underway to develop a real estate Asset Management program to provide for the direction of capital funds in a rational manner, including the potential capitalization of Capital Funds, and to meet all new HUD operational requirements. The creation of both a Public Housing Homeownership program and Housing Choice Voucher program may permit the sale of housing to eligible residents and simultaneously fund the development of additional affordable housing.

We anticipate housing conditions to improve for our Public Housing residents as we implement new measures to increase our REAC scores. The authority has contracted with a private consultant to conduct physical inspections prior to the mandated UPCS inspections. Additionally, we are in the process of implementing new maintenance operations procedures that will include a “Preventative Maintenance Plan” and an “Annual Facilities Maintenance Plan.”

The agency’s public housing occupancy rates (average 96%) continue to improve as we consistently work to place eligible families in our housing communities. In the area of occupancy and admissions, our main focus is on maintaining a well managed waiting list. Consequently, we are in the process of adopting a “Preference System” with seven ranking categories that we anticipate will ensure continuing compliance with all laws relating to Civil Rights, and Congressionally mandated goals relative to income targeting, deconcentration, and income mixing. In addition, it is our expectation that by adopting this new system, we will expedite the application and move-in process in a more orderly and consistent manner.

The agency's relationship with landlords continues to improve as we make a concerted effort to reach out to those in our area to provide updated information regarding our Housing Choice Voucher Program. We will continue to seek problem-solving partnerships not only with landlords, but within the community and via government leadership, and will apply limited housing authority resources to the effective and efficient management and operation of all HCV programs.

The HA is also in the process of adopting a "Preference System" for our HCV program, and will utilize a total of five ranking preference categories for applicants. All laws and mandates will be upheld in the voucher program as well.

Our voucher payment standard is currently at 115% FMR, and we will continue to exercise caution in our approach to increase payment standards to avoid inflating the local rental market.

The housing authority's family self-sufficiency (FSS) program continues to expand as we help eligible individuals acquire the skills and experience needed to obtain work that pays a living wage and also offers them a unique savings opportunity as their earnings increase. The agency's voluntary FSS program for public housing residents has increased to 34 participants while the Section 8 Program maintains an enrollment of 35 participants. This enrollment count for Section 8 indicates that the housing authority has surpassed its mandatory enrollment rate by 52%. The FSS Coordinator and site Property Managers will continue to identify residents for enrollment in the Program. Accordingly, our public housing agency will continue to collaborate with welfare agencies, schools, businesses, and other local partners in an effort to assist FSS participants to access the services needed to achieve their goals of becoming self sufficient, and attaining economic independence.

As stated in the previous year's plan, the goal of increasing our scores for public housing and voucher management will continue to be of high priority for the Bessemer Housing Authority. We will continue to address problem areas with high expectations of improving our scores on future certifications. We will continue to focus our attention on improving customer service to ensure our residents are receiving the quality of service they deserve. Additionally, the PHA will take unlimited measures to ensure the safety of our public housing residents. Plans are underway to partner with the Bessemer Police Department in a new "Crime Prevention Outreach Program." The addition of a new police sub-station at the Southside Homes development, and the installation of additional security cameras at all sites should further increase security in our communities.

The authority takes pride in its efforts to ensure equal opportunity and affirmatively further fair housing. We provide training for our agency staff, and provide updated information for our residents and applicants to insure non-discrimination in accessibility to housing under our administration. We are also in compliance with handicap accessibility requirements.

The Housing Authority of the City of Bessemer is committed to improving the quality of assisted housing for all residents, and we will continue to utilize our resources to build alignments that promote affordable housing within the City and outlining region.

b.) Significant Amendment and Substantial Deviation/Modification

BHA defines substantial deviation as significant amendments or modifications to the annual plan which materially impact the goals and objectives of the five-year plan. This would include any changes in the mission statement or a major revision or abandonment of one or more of the goals in the five-year plan.

The following actions are defined as substantial deviations or significant amendments or modifications to the annual plan:

Mission

The agency's mission was revised to coincide with goals.

Goals and Objectives

Several additions were made to the PHA goals and objectives.

Policies

a.) Revisions were made to the Public Housing admissions policy and waiting list procedures.

b.) Revisions were made to the HCV Program's waiting list procedures.

Attachment 11.0

11.0 Required Submission for HUD Field Office Review

All required *certified documents* are included as a separate attachment.

12.0 Additional Attachments

- a.) Organization Chart
- b.) Audit Report
- c.) Admissions and Continued Occupancy Policy (ACOP)
- d.) Lease Agreement
- e.) Pet Policy Lease addendum
- f.) Assistance Animal Policy
- g.) Residents Comments to PHA Plan
- h.) Certification of PHA Plans Consistency with Consolidated Plan

