

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

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# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE  
WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## PHA Plan Agency Identification

**PHA Name:** Housing Authority of the City of Tulsa

**PHA Number:** OK073

**PHA Fiscal Year Beginning:** (07/2000)

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is:  
**To be a leading Public Housing Agency that enhances the quality of life in Tulsa by:  
Providing desirable housing options;  
Advocating resident involvement, leadership, and self-sufficiency; and  
Promoting resident access to community services  
Through the efforts of a professional, caring and responsive Staff and Board.**

**B. Goals**

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

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

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

- X** PHA Goal: Improve the quality of assisted housing  
Objectives:
  - X** Improve public housing management: (PHAS score) 97%
  - X** Improve voucher management: (SEMAP score) 92%
  - X** Increase customer satisfaction:
  - X** Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - X** Renovate or modernize public housing units:
  - X** Demolish or dispose of obsolete public housing:
  - X** Provide replacement public housing:
  - Provide replacement vouchers:
  - Other: (list below)

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

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

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

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

- X PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - Increase the number and percentage of employed persons in assisted families:
  - X Provide or attract supportive services to improve assistance recipients' employability:
  - X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - Other: (list below)

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

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

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

***Professional Staff***

Goal 1: Development of an effective management team that models leadership, cooperation, and respect among staff, clients and the community.

Obj 1: Define and develop an executive management training program.

Obj 2: Establish an annual leadership and team building retreat for Senior Management and selected supervisory personnel.

Obj 3: Develop and implement a strategic planning process.

Goal 2: Development of a formalized technical training program, which assures Proper and adequate employee training in all HUD regulations and internal policy/procedures.

Obj 1: Review and implement a formalized technical training program for Public Housing Management and Section 8 Departments.

Obj 2: Develop and implement a formalized technical training program for maintenance staff and the Resident Services Department.

Obj 3: Research the concept of implementing an apprenticeship program for licensed technical maintenance staff.

Goal 3: Expansion of a supervisory training program which assures training in selected employment and housing related topics.

Obj 1: Develop and implement periodic training on the following subjects:

Interviewing/Hiring

Performance Reviews

Disciplinary Action/Troubled Employees

Fair Housing

FMLA

Decision Making/Accountability

Budgeting

EEOC

Oklahoma Tenant Landlord Act

### ***Social Responsiveness***

Goal 1: Assist residents in identifying and overcoming barriers to self-sufficiency.

Obj 1: Develop new reporting systems related to the Needs Assessment that measure and monitor the performance and effectiveness of on-site services and programs.

Obj 2: Develop and implement a plan to expand and provide existing quality childcare programs to other low income housing communities.

Goal 2: Develop and enhance programs which assist seniors in improving their quality of life.

Obj 1: Improve and expand recreation programs in the elderly sites.

Obj 2: Improve and expand health and education programs in the elderly sites.

Goal 3: Build cooperation among residents, THA and other organizations of the community.

Obj 1: Develop and enhance community-wide activities that foster opportunities for residents, staff, and community involvement.

Goal 4: Assists residents in meeting the Community Service Work Requirement of the Quality Housing and Work Responsibility Act.

Obj 1: Develop and implement internal procedures for referral and monitoring of resident compliance.

Obj 2: Determine the viability of Resident Associations assisting residents in meeting the community Service Work Requirement.

Goal 5: Identify and develop programs to increase resident homeownership.

Obj 1: Determine programs currently available for homeownership.

## ***Resource Management***

- Goal 1: Identify, develop and acquire alternative sources of financing.
- Obj 1: Establish fundraising committee comprised of staff and external professionals to assist in developing a plan and fund solicitation.
  - Obj 2: Develop a comprehensive fundraising plan.
  - Obj 3: Identify and determine the feasibility of selling in-house services and establishing viable profit centers.
- Goal 2: Improve the efficiency and effectiveness of operations.
- Obj 1: Utilize a consultant to assist with assessing the operational performance of each department.
  - Obj 2: Develop standardized systems for all operations which measure and monitor performance.
  - Obj 3: Expand and increase efficiency of computer systems.
  - Obj 4: Develop an Internal Audit Compliance function.
- Goal 3: Increase employee salary to full market range.
- Obj 1: Determine the feasibility of increasing employee salary to full market rate.
- Goal 4: Develop and implement a plan for office expansion.
- Obj 1: Determine office and warehouse needs.
  - Obj 2: Implement plan for building expansion.

## ***Housing***

- Goal 1: Identify, acquire and/or manage additional housing units.
- Obj 1: Determine the legal entity required in order to purchase and/or develop housing.
  - Obj 2: Establish a plan to identify properties.
  - Obj 3: Employ a real estate acquisition specialist (Broker).
  - Obj 4: Establish a property acquisition team to evaluate and acquire identified units.
- Goal 2: Expand client based referral services to Section 8 residents.
- Obj 1: Conduct an assessment of Section 8 residents to determine the need for referral based services as provided by the Authority.

Goal 3: Develop and implement improved procedures which assist in attracting and retaining residents.

Obj 1: Determine the feasibility of expanding and implementing enhanced screening criteria.

Goal 4: Improve housing operations.

Obj 1: Implement a standard of inspection equivalent to the Public Housing Assessment System (PHAS) Physical Inspection Criteria.

Obj 2: Improve and expand Customer Service training to include all departments.

Obj 3: Increase dwelling rental income.



**Annual PHA Plan  
PHA Fiscal Year 2000**

[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.

Vision, leadership, determination, those words embody the essence of the Housing Authority of the City of Tulsa Agency Plan for 1999 and beyond.

In September of 1967 when THA was created, the need for safe, decent, and sanitary housing was tremendous. Families were living in sub-standard conditions without electricity, gas, or running water. At that time, almost 20% of the housing available in the City were sub-standard in some way.

When the Authority opened its first Public Housing Community, Seminole Hills, THA had a waiting list of 2,200 applications for the 150 available units. By the time Comanche Park and Apache Manor were completed, the Waiting List had grown to 3,700 applications. The early demographics of THA showed that 60% of the residents were minors and that single women headed 65% of the households.

The next decade would be the most significant for THA in terms of growth. By 1979, THA had constructed or purchased 2,434 units of public housing. The initial Housing Assistance Program (HAP) had reached its 900-unit maximum and the new Section 8 Certificate program had grown to 1,200 units.

Subsidized housing continued to change and grow during the 1980's. Construction on East Central Village, Murdock Villa, and Inhofe Plaza was completed. The Moderate Rehabilitation and Section 8 Voucher Program had been introduced and by the mid 80's the HAP program had been phased out. By 1989, THA was providing housing for almost 20,000 of

Tulsa's citizens and community attention began to focus on the need for social, educational, and employment programs in Public Housing.

This community focus resulted in the development of structured self-sufficiency programs in both Section 8 and Public Housing. THA opened what would become the first of thirteen Resource Centers for residents in 1990 at Apache Manor. 1991 saw the introduction of the Section 8 Family Self-Sufficiency Program and by 1992, THA had officially created a Resident Services Program whose purpose was to address various needs of families in Public Housing. Funding through the Department of Housing and Urban Development enabled THA to create a Security Department to rid THA communities of drugs and criminal activity. A Self-Sufficiency Program for residents of Public Housing was introduced and a Homeownership Program was developed.

As THA's third decade came to an end, THA had grown and evolved into a professional housing agency who is responsive to resident needs and was developing highly creative and innovative solutions to address those needs.

The THA Plan encompasses four target areas of concentration: Professional Staff Development, Resource Management, Social Responsiveness, and Housing. Each adding its own strength, while together they build the vision for the fulfillment of the THA mission of being a leading PHA; enhancing the lives of low-income Tulsans by providing quality housing and recognizing our social responsibility to open doors to self-sufficiency for those who can't.

Our Plan addresses issues relating to PHAS and SEMAP while also incorporating the aspects of the 1998 Quality Housing and Work Responsibility Act such as the Community Service Requirement and the challenge of Agency self reliance and non-traditional sources of revenue.

We believe that through training, hard work, and determination, our staff can rise up to and overcome the challenges of providing quality housing to low-income families during the next millennium.

### **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.

#### **Table of Contents**

	<u>Page #</u>
<b>Annual Plan</b>	
i. Executive Summary.....	7
ii. Table of Contents .....	9
1. Housing Needs .....	12
2. Financial Resources .....	22
3. Policies on Eligibility, Selection and Admissions .....	23
4. Rent Determination Policies.....	33
5. Operations and Management Policies.....	37
6. Grievance Procedures .....	38
7. Capital Improvement Needs.....	39
8. Demolition and Disposition.....	41
9. Designation of Housing .....	42
10. Conversions of Public Housing .....	43
11. Homeownership.....	44
12. Community Service Programs.....	46
13. Crime and Safety .....	49
14. Pets (Inactive for January 1 PHAs) .....	51
15. Civil Rights Certifications (included with PHA Plan Certifications.....	58
16. Audit .....	60
17. Asset Management .....	60
18. Other Information.....	61

#### **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:

- A** Admissions Policy for Deconcentration (OK073a01.doc)
- B** FY 2000 Capital Fund Program Annual Statement (OK073b01.xls)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

#### Optional Attachments:

- C** PHA Management Organizational Chart (OK073c01.prs)
- D** FY 2000 Capital Fund Program 5 Year Action Plan (OK073d01.xls)
- E** Public Housing Drug Elimination Program (PHDEP) Plan (OK073e01.doc)
- F** Comments of Resident Advisory Board or Boards (included in PHA Plan text)
- Other (List below, providing each attachment name)

## Supporting Documents Available for Review

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<b>X</b>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
<b>X</b>	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
<b>X</b>	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
<b>X</b>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<b>X</b>	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
<b>X</b>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	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
<b>X</b>	Public housing rent determination policies, including the methodology for setting public housing flat rents <b>X</b> 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>
<b>X</b>	Schedule of flat rents offered at each public housing development <b>X</b> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
<b>X</b>	Section 8 rent determination (payment standard) policies <b>X</b> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<b>X</b>	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
<b>X</b>	Public housing grievance procedures <b>X</b> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
<b>X</b>	Section 8 informal review and hearing procedures <b>X</b> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<b>X</b>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
<b>N/A</b>	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
<b>X</b>	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
<b>X</b>	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
<b>X</b>	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
<b>N/A</b>	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
<b>N/A</b>	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
<b>X</b>	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
<b>N/A</b>	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
<b>X</b>	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency

**Table Library**

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
<b>X</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
<b>N/A</b>	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
<b>N/A</b>	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

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

[24 CFR Part 903.7 9 (a)]

### **1995 Consolidated Plan City of Tulsa:**

Current housing needs were determined through review of the City of Tulsa's Comprehensive Housing Affordability Strategy (CHAS), 1980 and 1990 Census data, the CHAS Databook, Tulsa Housing Authority records, Oklahoma Department of Commerce projections, and Tulsa Metropolitan Chamber of Commerce estimates.

No significant changes in housing need are expected over the next five years for either current residents or those expected to reside. With over 12,458 vacant units reported available for rent or sale in the most recent Postal Vacancy Survey, it is unlikely that housing stock would become an issue. Affordability and safety, however, are two issues addressed in the Five Year Strategy.

Of the 67,023 total renter households in Tulsa, 22,435 extremely low, low, and moderate-income renter households were identified as in need of assistance. Of that amount, elderly comprised 3,686 households, small related families (2-4 members) comprised 8,367 households, large related (5+ members) comprised 1,656 households and all other households comprised 8,726 households.

A total of 2,083 low-income minority renter households were identified in the HAP as in need of assistance. Of that amount, blacks comprised 1,342 households; American Indians comprised 474 households; Hispanics comprised 206 households and Asians comprised 61 households.

Of 88,410 owner households in Tulsa, 11,156 extremely low, low, and moderate-income owner households were identified as in need of assistance. Of that amount, elderly comprised 38.5% (4,296 households) and all other owners comprised 61.4% (6,890 households).

## Cost Burden

When housing costs consume a disproportionate share of total household income, a cost burden is created. A need for housing assistance arises when total housing expenses exceed established norms. This standard is based on the premise that each household is entitled to a range of goods and services, such as food, entertainment, and health care, in addition to standard housing. Thus, if a household expends more than the established norm for housing expenses, other necessities are forfeited, and a cost burden is created.

Currently, if a renter household expends up to 30%, or an owner household expends up to 35% of gross income for housing, it is within the norm. If either expends over their respective amounts, it may be said that they are experiencing a cost burden. If either expends over 50% of gross income for housing, they experience a severe cost burden.

Current estimates of need for housing assistance for extremely low-, low-, and moderate-income households follow. This data was abstracted from Table 1C of the City of Tulsa Comprehensive Housing Affordability Strategy (CHAS) and provided by the Urban Development Department.

### ***Extremely Low-Income (those earning 0-30% of the median income)***

Elderly Rental – A total of 2,898 elderly renter households fall into this income category, with 62% experiencing some type of housing problem. A total of 1,797 households (or 62%) experience a cost burden and 1,246 households (or 43%) experience a severe cost burden.

Small Family, Rental – This group comprises the largest number of renter households in this income category at 5,358 households, with the second highest percentage of housing problems (82%). A total of 4,233 households (or 79%) experience a cost burden and 3,376 households (or 63%) experience a severe cost burden.

Large Family, Rental – This group comprises the smallest number of renter households (1,173) but has the highest percentage of housing problems at 87%. A total of 903 households (or 77%) experience a cost burden and 727 households (or 62%) experience a severe cost burden.

All Other Households, Rental – This is the second largest group of households in this income category at 4,918 households, 76% of whom experience some type of housing problem. A total of 3,689 households (or 75%) experience a cost burden and 3,197 households (or 65%) experience a severe cost burden.

### ***Low-Income (those earning 31-50% of the median income)***

Elderly, Rental – A total of 1,884 elderly renter households fall into this income category, with the lowest percentage experiencing some type of housing problem at 65%. A total of 1,225 households (or 65%) experience a cost burden and 471 households (or 25%) experience a severe cost burden.

Small Family, Rental – This group comprises the second highest number of renter households in this income category at 3,591 households, with the second highest percentage of housing problems (77%). A total of 2,657 households (or 74%) experience a cost burden and 790 households (or 22%) experience a severe cost burden.

Large Family, Rental – This group comprises the smallest number of renter households 830 but has the highest percentage of housing problems at (81%). A total of 531 households (or 64%) experience a cost burden and 75 households (or 9%) experience a severe cost burden.

All Other Households, Rental – This is the largest group of households in this income category at 4,390 households, (76%) of whom experience some type of housing problem. A total of 3,293 households (76%) experience a cost burden and 834 households (or 19% experience a severe cost burden.

***Moderate-Income (those earning 51-80% of the median income)***

Elderly, Rental – A total of 1,412 elderly renter households fall into this income category, with 48% experiencing some type of housing problem. A total of 664 households (or 47%) experience a cost burden and 169 households (or 12%) experience a severe cost burden.

Small Family, Rental – This group comprises the largest number of renter households in this income category at 5,274 households, and experiences a relatively low incidence of housing problems (33%). A total of 1,477 households (or 28%) experience a cost burden and 158 households (or 3%) experience a severe cost burden.

Large Family, Rental – This group comprises the smallest number of renter households 924 but has the highest percentage of housing problems at (53%). A total of 222 households (or 24%) experience a cost burden and 9 households (or 1%) experience a severe cost burden.

All Other Households, Rental – This is the largest group of households in this income category at 6,707 households, (28%) of whom experience some type of housing problem. A total of 1,744 households (26%) experience a cost burden and 134 households (or 2%) experience a severe cost burden.

The Consolidated Plan also addresses the issues of Overcrowding and Substandard Housing as follows:

***Overcrowding***

In 1980, a total of 3,708 or 2.5% of all households were overcrowded (1.01 – 1.5 persons per room). Of that amount, 899 were severely overcrowded (had more than 1.5 persons per room). Proportionately, renter-occupied households had more overcrowding – 3.5% of all renter-occupied households, versus 1.6% of all owner-occupied households. Further, of the 3,708 total overcrowded households, 1,889 were minorities (1,433 mild overcrowding and 456 experienced severe overcrowding).

In 1990, a total of 4,353 or 2.8% of all households were overcrowded. Of that amount, 1,378 were severely overcrowded. Again, renter-occupied households experienced more overcrowding (4.5%) than owner-occupied households (1.4%). Overcrowded conditions have continued to decline in owner-occupied units but have increased somewhat in renter-occupied households.

***Substandard Housing***

Of 176,232 housing units identified in the 1990 Census, 1,057 lacked complete kitchen facilities, 586 lacked complete plumbing facilities, 494 were not on public water, and 5,641 were not on public sewer.



Generally, minority households appear likelier to occupy housing which is deficient in some manner than the rest of the population. The proportion of minority-occupied units lacking complete plumbing is over 1.5 times that of such units in the general population (1.34% versus 9.82%).

Additionally, Howell Associates completed a study of the level of need for Public Housing in Tulsa in 1998. The Howell Study states that “there is currently significant demand for public housing units in the city of Tulsa among low- and very-low income households with incomes generally below \$10,000—a trend that will continue into the foreseeable future. Because these households are generally unable to spend more than approximately \$250 to \$350 on rent, public housing units represent a key housing resource for these family and elderly households. Decent two bedroom rental units generally cost at least \$400 to \$450 (average rent for all two bedroom units is \$520) representing a level which is not affordable to traditional public housing families with incomes below \$10,000. Tulsa is serving approximately 40% of the potential demand for units among families with very low incomes below \$10,000. This analysis indicates that the potential demand for THA units among traditional public housing residents will remain strong over the next several years.”

**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>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	14,347	5	5	4	N/A	N/A	N/A
Income >30% but <=50% of AMI	10,695	4	4	3	N/A	N/A	N/A
Income >50% but <80% of AMI	14,317	2	1	1	N/A	N/A	N/A
Elderly	12,420	3	3	3	N/A	N/A	N/A
Families with Disabilities	62,764	N/A	N/A	N/A	N/A	N/A	N/A
Race/White	80%	1	1	1	1	1	1
Race/Black	12%	4	4	5	N/A	N/A	N/A
Race/Amer Ind	6%	4	4	5	N/A	N/A	N/A
Race/Asian	1%	4	4	5	N/A	N/A	N/A
Race/Other	1%	4	4	5	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: **1995**
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year: **1998 Howell Study Tulsa Market Analysis**
- Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Public Housing Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	666		
Extremely low income <=30% AMI	200	30%	
Very low income (>30% but <=50% AMI)	333	50%	
Low income (>50% but <80% AMI)	133	20%	
Families with children	303	45%	
Elderly families	23	3%	
Families with Disabilities	65	10%	
Race/ethnicity White	236	35%	
Race/ethnicity Black	377	57%	
Race/ethnicity American Indian	51	8%	

<b>Housing Needs of Families on the Public Housing Waiting List</b>			
Race/ethnicity Asian	19	3%	
Characteristics by Bedroom Size (Public Housing Only)			
0BR	101	15%	30%
1BR	218	33%	10%
2 BR	184	28%	50%
3 BR	115	17%	55%
4 BR	41	6%	10%
5 BR	7	1%	10%
5+ BR	0	0%	0%
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)?</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes</p>			

Housing Needs of Families on the Section 8 Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	6,379		
Extremely low income <=30% AMI	4,784	75%	
Very low income (>30% but <=50% AMI)	1,595	25%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	2,811	44%	
Elderly families	191	3%	
Families with Disabilities	319	5%	
Race/ethnicity White	2,268	35%	
Race/ethnicity Black	2,893	45%	
Race/ethnicity American Indian	376	6%	
Race/ethnicity Asian	96	2%	
Race/ethnicity Other	746	12%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

- X      Employ effective maintenance and management policies to minimize the number of public housing units off-line
- X      Reduce turnover time for vacated public housing units
- X      Reduce time to renovate public housing units
- X      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
- X      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
- X      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
- X      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

- X      Apply for additional section 8 units should they become available
- X      Leverage affordable housing resources in the community through the creation of mixed - finance housing
- X      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)

**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 2000 grants)</b>		
a) Public Housing Operating Fund Year 2000	\$ 4,949,465	
b) Public Housing Capital Fund Year 1999	\$ 4,032,338	
c) HOPE VI Revitalization	\$28,640,000	
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$15,241,596	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$ 541,455	
g) Resident Opportunity and Self- Sufficiency Grants	N/A	
h) Community Development Block Grant HOPE VI	\$ 300,000	
i) HOME HOPE VI	\$ 300,000	
Other Federal Grants (list below)	\$ 438,145	
Youthbuild	\$ 233,333	Public Hsg Supp Serv.
Elderly Service Coor.	\$ 65,923	Pub. Hsg Support Serv
Economic Dev & Sup. Serv	\$ 138,889	Pub. Hsg Support Serv
j) Annual Cont for Sect 8 Proj Bsd	\$ 5,034,562	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
2000 HUD Budget	\$ 2,748,493	Pub Hsg Operations
<b>4. Other income (list below)</b>		



<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>5. Non-federal sources</b> (list below)		
<b>Total resources</b>		

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

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

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

Other: (describe)

At the time of application

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

Criminal or Drug-related activity

Rental history

Housekeeping

Other (describe)

**Must be in good standing with utility providers.**

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

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

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

**(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists – **Osage Hills HOPE VI only**
- 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)  
**Oklahoma Department of Human Services – Tulsa Office**  
**Via Mail**

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

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

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

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - Working
  - Elderly or Near Elderly (50+)

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

## 2 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

**The authority has adopted the following local preferences to be used in lieu of federally mandated preferences.**

1. **Head of household and/or spouse is working and the working person(s) needs are not included in any TANF payments the family may be receiving; or**
2. **Head of household and spouse (if applicable), or sole member of a household are 62 years of age or older or disabled; or**
3. **Head of household and spouse (if applicable) are active participants in educational or training programs that are designed to prepare individuals for the job market; or**
4. **The applicant family is residing in a public/private shelter as a result of domestic violence; or**
5. **The applicant family with dependent children is homeless and receiving/utilizing a private/public shelter; or**
6. **Any acceptable combination of the five situations above as determined by the Authority.**

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

- a.  Yes **X** No: Did the PHA’s analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b. **X**Yes  No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?
- c. If the answer to b was yes, what changes were adopted? (select all that apply)
- Adoption of site-based waiting lists  
If selected, list targeted developments below:
- X** 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 **X** 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)
- X** Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
- X** Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

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

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

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

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

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

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

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

### (2) Waiting List Organization

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

- None  
 Federal public housing  
 Federal moderate rehabilitation  
 Federal project-based certificate program  
 Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office  
 Other (list below)

**By mail**

### **(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: The Director or Assistant Director of Assisted Housing will consider and grant extensions of the initial HCV term on a case-by-case basis. Extensions, when granted, will be for additional periods of thirty (30) days each. Under no circumstances will the initial term plus any extensions of an applicant's/participant's HCV exceed a total of 120 calendar days from the beginning of the initial term unless approved by HUD. THA will not request HUD approval to extend the HCV beyond an additional 60 days. Request for extensions should be made by the applicant/participant, in writing, at least five (5) days prior to the expiration date stated on their HCV, but in no event later than the expiration date unless reasonable accommodation.

An initial extension of thirty (30) days will be granted if the applicant/participant can demonstrate that reasonable efforts to obtain suitable housing have been made. THA considers reasonable efforts to be:

1. A completed Request for Tenancy Approval (RFTA) form was submitted by the applicant/participant within the initial sixty (60) day term but was denied by THA for reasons beyond the applicant's/participant's control; or
2. The applicant/participant suffered a medical emergency as documented by a physician's statement or hospital records. Medical emergency is defined as an illness or injury of an immediate family member (self, spouse, child or parent) which resulted in hospitalization or home-bound care for a period not less than seven (7) days.

A second extension of an additional thirty (30) days will be granted only in the case of a medical emergency as described above.

If a member of the family is a disabled person, and the family evidences need of an extension because of the disability, THA will grant the request to extend the term of the HCV as a reasonable accommodation. However, under no circumstances will the initial term plus any extensions of an applicant's/participant's HCV exceed a total of 120 calendar days from the beginning of the initial term.



**(4) Admissions Preferences**

a. Income targeting

X 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. X 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)
- X  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
- X  Other preference(s) (list below)

**Families w/ Elderly or Disabled Members**

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

**2** Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- 1** Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

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

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)

**Applications for Family Unification, Mainstream Vouchers, and Welfare to Work Vouchers.**

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

- Through published notices
- Other (list below)

**Referrals from Oklahoma Department of Human Services  
PHA Section 8 Waiting List.**

#### **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)

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

## **(2) Flat Rents**

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

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

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

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area  
 The PHA has chosen to serve additional families by lowering the payment standard  
 Reflects market or submarket  
 Other (list below)

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

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

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

- Annually  
 Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)  
**FMR's**

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

**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		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		

Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

**C. Management and Maintenance Policies**

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

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

**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)

-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)

## **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: **Osage Hills**

2. Development (project) number: **OKO73011**

3. Status of grant: (select the statement that best describes the current status)

Revitalization Plan under development

Revitalization Plan submitted, pending approval

Revitalization Plan approved

Activities pursuant to an approved Revitalization Plan underway

Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

**Table Library**

**Osage Hills HOPE VI OKO-73-11**

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.)

1a. Development name: <b>Osage Hills</b> <b>OKO73-11</b>
2. Activity type: Demolition Disposition <b>X</b>
Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <b>X</b>
4. Date application approved, submitted, or planned for submission: <b>(03/01/00)</b>
5. Number of units affected: <b>287</b>
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <b>X</b> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <b>12/01/00</b> b. Projected end date of activity: <b>12/01/00</b>

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

[24 CFR Part 903.7 9 (i)]

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

1. **X** 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 **X** 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: <b>Osage Hills</b>	
1b. Development (project) number: <b>OKO73011</b>	
2. Designation type:	
Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <b>(06/01/00)</b>	
5. If approved, will this designation constitute a (select one)	
<input checked="" 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 checked="" 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)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> 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:	Scattered Site
1b. Development (project) number:	OK073019
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" 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:	(24/03/1997)
5. Number of units affected:	174
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

**12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

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

**A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

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

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

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



**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

**C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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

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

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

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

**C. Coordination between PHA and the police**

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

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

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

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

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

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

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

X Yes  No: This PHDEP Plan is an Attachment.

**(Attachment Filename: PHDEP Y2K Plan: OK073v01)**

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

THA-88 HOUSING AUTHORITY OF THE CITY OF TULSA

### **PET POLICY**

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#### **SECTION I                      Selection Criteria**

##### **A.      Approval**

Prior to *allowing a resident to cohabitant with an approved house pet in any THA property the resident* must enter into an “Agreement.” In addition, the pet owner must provide proof of the pet’s good health weight and suitability under the standards set forth under “General Guidelines” in the criteria. In addition, *the resident must present a certificate of inoculation and vaccination along with proof of registration, spaying and or neutering during the annual housing recertification.*

**Initial**\_\_\_\_\_

##### **B.      General Guidelines:**

The following types of animals maybe allowed under compliance with this policy and city, county, state and federal ordinances.

1.      Dogs
  - a.      Maximum number – one (1);
  - b.      Maximum weight – twenty five (25) pounds;
  - c.      Must be house broken;
  - d.      Must be spayed or neutered by a licensed veterinarian;
  - e.      Must be properly *inoculated* by a licensed veterinarian;
  - f.      Must be licensed annually or for a three year period;
  
2.      Cats
  - a.      Maximum number – one (1);
  - b.      Must be spayed or neutered by a licensed veterinarian;
  - c.      Must be properly inoculated by a licensed veterinarian;
  - d.      Must be trained in and uses of the litter box;
  - e.      *Must be licensed annually or for a three year period;*
  - f.      Must be declawed

- 3. Birds
  - a. Maximum number – two (2)
- b.** Must not be more than 12 inches in height and 2 lbs. in weight
  - c. Must be maintained inside of cage at all times
- 4. Fish
  - a. ***Must be fresh water fish only***
  - b. Maximum aquarium size – twenty (20) gallons fresh water
  - c. Must be supported by an approved stand for aquariums and weight

*Residents residing on the premises of the Tulsa Housing Authority may keep no other pets. Any resident acquiring a pet subsequent to the implementation date of these policies shall comply with these guidelines.*

Initial\_\_\_\_\_

## **SECTION II      Pet Fees & Security Deposits**

- A. A pet fee of **\$30.00** and an increased security deposit of \$100.00 shall be required of all residents housing pets. Management reserves the right to change the deposit amount consistent with federal guidelines at any time.
- B. Resident’s liability for damages caused by his/her pet is not limited to the amount of the fee or pet deposit. The resident will be required to reimburse for the real cost of any and all damages caused by his/her pet where they exceed the amount of the fee and or deposit.
- C. All units occupied by a dog or cat will be fumigated upon being vacated. It shall be the responsibility of the resident owning a pet which unit is infested by fleas and or ticks to pay the cost of correcting the infestation. ***If during a house-keeping inspection or HQS inspection is discovered that a unit has become infested by fleas and or ticks the resident will also be responsible for the cost of fumigation of the infested unit and other affective units and common areas.***

Initial\_\_\_\_\_

## **SECTION III Pet Rules**

### **A.      Dogs and Cats**

- 1. Dogs and cats shall be maintained within the residents pet owner’s unit. The patio, balcony or storage areas of such units will not be acceptable by THA Management as a dwelling place for any animal. No alterations of any kind to the unit, patio, balcony or storage area shall be permitted for pet retention. Outdoors pet shelters are prohibited on all THA communities. When outside the dog or cat shall be kept on a collar or harness attached by a ***leash made of leather or chain linked metals no longer than six (6) feet long which is able to retain the pet from breaking loose.***

The resident shall maintain control of the pet **AT ALL TIMES**. Under no circumstances shall any cat or dog be permitted to roam free in any common area. Pets must not interfere with THA personnel or Emergency Response Teams conducting inspections or emergency response calls to the pet owner's unit.

2. The pet owner shall immediately pick up all animal waste and litter box matter, which will be, dispose of in a sealed plastic trash bag and placed in a trash receptacle. Cat litter shall not be disposed of by flushing down toilets or droppings in the building trash chutes. The pet owner shall be charged and remit payment for unclogging toilets or clean up of common area due to pet nuisance. No pet owner shall permit his/her pet to commit a nuisance in any other part of the exterior or interior common area.
3. Resident pet owners agree to be responsible for immediately cleaning up any dirt or mud tracked through the common area lobby, halls, or elevator by his/her pet.
4. Pet owners shall keep their pets under control at all times. Pet owners shall assume sole responsibility for liability arising from any injury sustained by any person attributable to their pet and agree to hold the owner and management harmless in such proceedings.
5. Resident pet owners agree to control the noise of his/her pet such that it does not constitute a nuisance to other residents. Failure to control pet noise may result in the removal of the pet from the premises by Animal Control Authority. **ANY PET WHO CAUSES BODILY INJURY TO ANY RESIDENT; GUEST OR STAFF MEMBER SHALL BE IMMEDIATELY AND PERMANENTLY REMOVED FROM THE PREMISES WITHOUT PRIOR NOTIFICATION.**
6. No pet shall be left unattended in any unit for longer than *consecutive* 12 hours.
7. All resident pet owners shall provide adequate care, nutrition, exercise and medical attention for his/her pet. Pets which appear to be poorly cared for, or which are left unattended for longer than twelve (12) *consecutive* hours will be reported to the *Animal Control Authority*. *THA management will recommend the removal of the pet at the pet owner's expense.*
8. *Feeding of pets in common areas is prohibited.*
9. In the event of a pet owner's sudden *incapacitating* illness, the resident pet owner agrees that management shall have discretion with respect to the *provision of care to the pet consistent with local and federal guidelines*. The provision of care will be at the expense of the resident pet owner unless written instructions with respect to such area are provided in advance by the resident to the management site office and all care shall be at the resident's expense.

10. In the event of death of a resident pet owner the owner agrees that management shall have discretion to dispose of the pet consistent with local and federal guidelines unless written instructions exist with respect to such disposition.

**11. In the event of a pet's death. The resident pet owner shall notify the Department of Animal Collection, who shall dispose of the pet in a sanitary manner. The resident shall also notify the site office so arrangements can be made for unit fumigation at the resident's expense. All tags and collar shall be removed and animal placed in a box, plastic bag or other receptacle before collection by the City of Tulsa Dead Animal Collection Service. The phone number for this department is 596-9771.**

12. The pet owner shall provide a signed statement by a third party over the age of eighteen (18) who agrees to act as an alternate pet caretaker. Unwillingness on the part of the named caretaker of a pet, per items 8 and 9 of this section, to assume custody of the pet shall relieve management of any requirement to adhere to any written instructions with respect to the care or disposal of a pet and shall be considered an authorization for management to exercise discretion in such regards consistent with federal guidelines.

13. Resident pet owners acknowledge that other residents may have chemical sensitivities or allergies related to pets or are easily frightened by such animals. The resident therefore agrees to exercise common sense and common courtesy with respect to such other resident's right to peaceful and quiet enjoyment of the premises.

**14. All residents' pet owners must maintain each pet responsibly and in accordance with applicable federal, state, and local public health, animal control and animal anti cruelty laws and regulations.**

15. Management may move to require the removal of a pet from the premises on a temporary or permanent basis for the following causes.

- a. Creation of a nuisance after proper notification consistence with Section IV of these Pet Rules;
- b. Excessive pet noise or odor with proper notification;
- c. Unruly or dangerous behavior ***displayed by the pet;***
- d. Excessive damage to the resident's apartment unit and /or project common area;
- e. Repeated problems with vermin or flea infestation;
- f. Failure of the resident to provide adequate care of his/her pet;
- g. Leaving a pet unattended for more than twelve(12) ***consecutive*** hours;
- h. Failure of the resident to provide adequate and appropriate ***inoculation*** of the pet;
- i. Resident's death and/ or serious illness; and
- j. Failure to observe any other rule contained in this section and not here listed upon proper notification.



**16. Any resident informing THA management that they no longer have possession of a pet, must provide proof that the pet was turned over to a responsible party, died or was turned into an animal shelter.**

**17. Visitors, guests and relatives of residents are not allowed to enter any THA structure with an animal or to allow his/her animal to roam the grounds of the property.**

Initial\_\_\_\_\_

**B. Birds**

1. Must be kept in a cage designed for birds;
2. **Cage must have food and fresh water available for the bird at all times;**
3. Cage must be kept clean at all times;
4. Waste must be disposed of in a sealed plastic trash bag and placed in a trash bin;
5. **Must not be a bird of prey;**
6. **Wings must not be tied or locked in anyway;**
7. Excessive noise **from within the apartment** shall not be permitted.

**C. Fish**

1. **Fresh water fish only;**
2. Twenty (20) gallon aquarium maximum;
3. Stand must be **designed & manufactured for aquariums** and weight of 20 gallons;
4. **Aquarium must be placed in a safe area and away from electrical services;**
5. **Aquarium must be equipped with the proper filtering and oxygenation system;**
6. Water damage to walls, carpets, flooring, or the ceiling of the unit below caused by breakage or spillage caused from the aquarium shall be the responsibility of the resident who shall be billed for repair cost as required.

Initial\_\_\_\_\_

## **SECTION IV Notification Policy**

In the event that any pet owner violates these pet rules, management shall provide notice of such violation as follows:

**A. Creation Of A Nuisance**

1. The owner of any pet which creates a nuisance upon the grounds or by excessive noise, odor or unruly behavior shall be notified of such nuisance in writing by management and shall be given no more than **24 hours to correct such nuisance.**
2. Management shall take appropriate steps to remove a pet from the premises in the event that the pet owner fails to correct such a nuisance within the **24-hour** compliance period.

**B Dangerous Behavior**

1. Any pet which physically threatens and /or harms a resident, guest, staff member or other authorized person presented upon the project grounds shall be ***reported to Animal Control Authority an a investigation ordered.***
  
2. ***Management does not have the ability to provide reasonable accommodations to house any animal deemed dangerous by the Chief of Police. Therefore any animal registered, as a dangerous animal shall be remove from the premises permanently.***

The resident's signature ***and initials*** upon these house rules shall constitute permission for THA management to take ***appropriate action consistent with local, state and federal law.***

Initial\_\_\_\_\_

**Section V Affidavit**

“I have read and understand the above pet policies of the Tulsa Housing Authority and agree to comply fully with their provisions. I understand that failure to comply may constitute reason for removal of my pet and/or cause for my eviction”

\_\_\_\_\_  
Resident Pet Owner

\_\_\_\_\_  
Resident

\_\_\_\_\_  
*Pet Registration Number*

\_\_\_\_\_  
*Pet's Name*

\_\_\_\_\_  
*Type of Pet*

\_\_\_\_\_  
*Breed of Animal*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Unit Number

***Has your Dog, Cat, Bird ever been confiscated by any local or national Animal Control Authority or Chief of Police? Yes\_\_\_\_\_ No\_\_\_\_\_ If yes, when\_\_\_\_\_***  
***City\_\_\_\_\_ State\_\_\_\_\_***

Witness:

“The above named resident has read and signed these rules in my presence.”

Witness' Name \_\_\_\_\_ Title\_\_\_\_\_

Date\_\_\_\_\_

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

### **Public Housing Civil Rights and Fair Housing Policy**

It is the policy of the Housing Authority to comply fully with all Federal, State, and local nondiscrimination laws and with the rules and regulations governing Fair Housing and Equal Opportunity in housing and employment.

The HA shall not deny any family or individual the opportunity to apply for or receive assistance under the Public Housing Program on the basis of race, color, sex, religion, creed, national or ethnic origin, age, family, or marital status, handicap, disability or sexual orientation.

To further its commitment to full compliance with applicable Civil Rights laws, the HA will provide Federal, State, and local information to Public Housing resident regarding “discrimination” and any recourse available to them if they are victims of discrimination. Such information will be made available during the move-in process, and all applicable Fair Housing Information and Discrimination Complaint Forms will be made a part of the New Tenant packet.

Except as otherwise provided in 24 CFR 8.21(c)(1), 8.24(1), 8.25, and 8.31, no individual with disabilities shall be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination because the HA’s facilities are inaccessible to or unusable by persons with disabilities.

Posters and housing information are displayed in locations throughout the HA’s office in such a manner as to easily readable from a wheelchair.

The HA’s Central Office at 415 E. Independence is accessible to persons with disabilities. Accessibility for the hearing impaired is provided by the TTD/TDY telephone number, 918/587-4712.

## **Assisted Housing Civil Rights and Fair Housing Policy**

It is the policy of the Housing Authority to comply fully with all Federal, State, and local nondiscrimination laws and with the rules and regulations governing Fair Housing and Equal Opportunity in housing and employment.

The HA shall not deny any family or individual the opportunity to apply for or receive assistance under the Public Housing Program on the basis of race, color, sex, religion, creed, national or ethnic origin, age, family, or marital status, handicap, disability or sexual orientation.

To further its commitment to full compliance with applicable Civil Rights laws, the HA will provide Federal, State, and local information to Public Housing resident regarding “discrimination” and any recourse available to them if they are victims of discrimination. Such information will be made available during the family briefing session, and all applicable Fair Housing Information and Discrimination Complaint Forms will be made a part of the Certificate and Voucher holder’s briefing packet.

Except as otherwise provided in 24 CFR 8.21(c)(1), 8.24(1), 8.25, and 8.31, no individual with disabilities shall be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination because the HA’s facilities are inaccessible to or unusable by persons with disabilities.

Posters and housing information are displayed in locations throughout the HA’s office in such a manner as to easily readable from a wheelchair.

The HA’s Central Office at 415 E. Independence is accessible to persons with disabilities. Accessibility for the hearing impaired is provided by the TTD/TDY telephone number, 918/587-4712.

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

Attached at Attachment (File name)

Provided below:

**RESIDENT ADVISORY  
AGENCY PLAN MEETING  
MINUTES  
Monday, November 29, 1999  
1:30 p.m.**

**Present:**

Mike Whorton, THA

Kurt English, THA

Kim McCurry, THA

Pat Huckleby, THA

Sandra Gonzalez, EC

Lola Mae Wattson, HE

Stephanie O'Shields, RV

Lorraine Duckett, CP

LaDeanna Anderson, THA

Cheryl Garceau, THA

Denise Dombiski, THA

Bill Hill, PI

Annie Mae Barnes, AP

Sharon Davis, SH

James Canoy, LF

Lucille Doyle, OS

Chea Redditt, THA

Debbie Baker, THA

LaNesha Dodd, THA

Pat Macken, IN

Pamela Riley, PV

Belinda Benson, MM

Kristine Caldwell, EC

Sites represented included Pioneer Plaza, South Haven Manor, Apache Manor, Parkview Terrace, Hewgley Terrace, East Central Village, LaFortune Tower, Riverview Park, Mohawk Manor, Osage Hills, Comanche Park.

Chea discussed the agency's five year plan which is a portion of Quality Housing and Work Responsibility Act passed by Congress in October 1998. Some of the changes implemented include a new pet policy, community work requirement, agency and annual plan.

The agency plan is being done by every housing authority in the nation and is done every five years. We have to notify HUD of any changes. We work with Resident Associations and Advisory Boards in the development of these changes.

The annual plan is done every year and sent to HUD.

We are putting together a draft of ideas and suggestions given by you that can be implemented over the next five years. Please take these comments back to your communities and get their

comments and let us know. Anything you feel strongly about or suggestions, feel free to speak up.

On page one is the cover sheet.

On page two is the agency's identification page with our agency identification and formal name. Information is here at the central office and at the sites.

On page three is THA's Mission Statement. Also on page three is HUD's strategic goals. HUD oversees THA and other housing authorities across the nation. They are asking us to put a mark by those that we can do over the next five years. Working to strive to work with HUD and residents. (listed points being covered)

On page four is "Improving Quality of Assisted Housing". THA is emphasizing customer service. Our job is to serve our residents and if we are not doing that, then we are not fulfilling our role. One of our Presidents is from Osage Hills and that is the site where we received a grant to demolish and renovate the entire site through our HOPE VI grant. We are conducting outreach by recruiting landlords who are willing to provide housing to residents. Remember when we had no security at our sites? We have some sort of security at our sites now but we still want more and this is one way to do that.

Page 5 addresses increasing and improving the number of services in our communities and resident access to those services. It will be difficult to meet everyone's needs just due to the number of poor people that are out there. Our doors are open to anyone and we are trying to stress that. Also listed on page five is Professional Staff and we are fulfilling this by whom we hire and by providing senior staff management trainings.

On page six is Social Responsiveness and our goal here is to assist our residents and help them to become self-sufficient. Another way to service residents is through the Community Service Work Requirement program. The Community Service Work Requirement program requires residents to complete eight (8) hours of community service per month, if they are not employed, going through a job development program, disabled, over the age of 62, in a job training program through DHS, or attending TCC.

On page seven is the Homeownership program under Social Responsiveness and we are finding ways to increase participation in the program.

Also on page seven is Resource Management and this is ways that we are operating, spending funding, making sure we are spending as efficiently as possible. How affective are our operations and how expeditious are our jobs being done?

Last on page seven and page eight is Housing for public housing and Section 8 residents. A lot has been done over the years to promote Resident Services – we haven't done nearly as much in Section 8 program. In Public Housing we can do more because we actually work in our

communities. In the Section 8 program, it is hard to provide services for them because they are scattered throughout Tulsa, not in one central location such as our apartment communities.

Are there any comments? (listed on separate page)

Mentioned that they saw a main need to increase security, management development, self-sufficiency programs, community programs, kids activities and activities for moms.

Please read over the Executive Summary. It covers the history of THA.

We will have another meeting in January. This will give you all a chance to meeting with your residents and bring back comments or suggestions. You may also call her if you would prefer. Her phone number is 581-5722.

## **COMMENTS**

Riverview asked about the improvements such as doors and windows are done for the “curb appeal” look at the apartments. She also asked why some apartment complexes have more security than others. Mike stated that security is placed where the most reported crime is at. If we could have security for 24 hours at every site we would do it, but it would take all of the money in the world to be able to afford that and we don’t have that kind of money.

Mike also informed group that in about 90-120 days, the Capital Improvements Department will be out to every site asking for improvements and this will be a great time to let them know what changes or suggestions you have for your sites.

Comanche stated that the children there need something to do, they are crying out for help. Drug dealers are the biggest problem. She is working some of the other parents to work on this problem.

Riverview stated that she works with Brightwater Apartments and they work together to implement programs for the kids. Also, Ginger is great and understands that a lot of our money comes from grants for a lot of the stuff, but there is not enough for all the complexes.

East Central stated that when a security incident happens, they don’t usually hear about it and felt that that may be helpful.

LaFortune stated that they hear about the crimes in and around their community simultaneously and they are all in the same building. Sometimes they even hear about it before management does.

Comanche stated that you have to know your neighborhood and learn how to deal with them.

East Central stated that you need to find out what’s going on and have a focus. She brings the kids to her house for a bbq and gets to know them. She’s even had some of the neighbors donate



food to help her feed them. Chea stated that that is the type of activity that gives people a sense of community.

Riverview stated that they go out and get to know their neighbors. They have some elderly and disabled on site and have gone to their apartments to help them fill out forms and paperwork. Every Saturday, they have 23 kids (ages 3-18) in a two-bedroom apartment and helped a group “Angel’s Hand” (a non-profit group) help them raise money to go to Six Flags for Spring Break through Victory Christian by collecting foil and aluminum cans and their group is called “Picking up the Hood”. They have created bumper stickers and they would like to work with Eugene Field too. She gives them a safe house and even the parents tell the kids to go to her house because they know that they will be safe instead of running around without supervision.

East Central asked if the 1-year lease was a requirement. Mike stated yes. East Central asked if they were locked into their 1-year lease and if so, do they get anything in return? Mike stated that we are in the process of dealing with flat rents (market value of unit). The board will adopt one of the plans regarding of the income. \$300 is flat rent and if they lose their job, they will go back to 30% but they can’t go back and then to flat rent again. Law of CSR act is 1 year. Occupancy Policy states that they have 15 days to move out. If they have lived there at least 3 months, they have to complete 8 hours of community service before their first 12 months. Flat rent may only be offered at the recertification process, wait until then.

Apache stated that their needs include a Medical Clinic. They have a number of residents who do not qualify for SSI, Medicare, or SoonerCare because of their age and the ages of their children. They fall through the cracks because they are not quite sick enough or they are under employed and cannot afford to participate in insurance programs if they are not working. A Mental Health Clinic. Unemployed residents and those who frequently change jobs suffer from depression and anxiety disorders which make getting and retaining a job difficult. Because these problems are usually not severe enough for medication, these often go undiagnosed. Family Mentoring. They have approximately 37% of our population with children under 5 years old. Many are teenage, single mothers with very small babies. They have not had the role models necessary to make those life altering decisions which will soon have to be made under the current welfare reform.

3. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents?  
(If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: **Tulsa, Oklahoma**

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

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

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

**D. Other Information Required by HUD**

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

**Attachments**  
**PHA Plan**  
**Table Library**

<b>Component 7</b>			
<b>Capital Fund Program Annual Statement</b>			
<b>Parts I, II and III</b>			
<b>Annual Statement</b>			
<b>Capital Fund Program (CFP) Part I: Summary</b>			
Capital Fund Grant Number	FFY of Grant Approval:	<b><u>OK56-P073-501-00</u></b>	
[ ] Original Annual Statement			
<b>Line No.</b>	<b>Summary by Development Account</b>		<b>Total Estimated Cost</b>
1	Total Non-CGP Funds		\$ -
2	1406	Operations	\$ 377,273.00
3	1408	Management Improvements	\$ 496,000.00
4	1410	Administration	\$ 358,500.00
5	1411	Audit	\$ -
6	1415	Liquidated Damages	\$ -
7	1430	Fees and Costs	\$ 55,000.00
8	1440	Site Acquisition	\$ -
9	1450	Site Improvements	\$ 221,161.52
10	1460	Dwelling Structures	\$ 2,100,394.00
11	1465	Dwelling Equipment - Nonexpendable	\$ 20,000.00
12	1470	Non-dwelling Structures	\$ -
13	1475	Nondwelling Equipment	\$ 115,000.00
14	1485	Demolition	\$ -
15	1490	Replacement Reserve	\$ -
16	1492	Moving to Work Demonstration	\$ -
17	1495	Relocation Costs	\$ -
18	1498	Mod Used for Development	\$ -
19	1502	Contingency	\$ 29,406.48
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>		<b>\$ 3,772,735.00</b>
21	Amount of line 20 Related to LBP Activities		\$ -
22	Amount of line 20 Related to Section 504 Compliance		\$ -
23	Amount of line 20 Related to Security		\$ 744,144.00
24	Amount of line 20 Related to Energy Conservation Measures		\$ 864,644.00

<b>Annual Statement</b>					
<b>Capital Fund Program (CFP) Part II: Supporting Table</b>					
<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Development Account Number</b>		<b>Total Estimated Cost</b>	
<b>HA-Wide Activities</b>					
PHA-Wide	<b><u>OPERATING EXPENSES</u></b>				<b><u>377,273.00</u></b>
	Operations	1406		\$ 377,273.00	
PHA-Wide	<b><u>MANAGEMENT IMPROVEMENTS</u></b>				<b><u>496,000.00</u></b>
	Security	1408	02	\$ 254,500.00	
	Salaries	1408	03	\$ 180,000.00	
	Staff Training	1408	05	\$ 10,000.00	
	Computer Software	1408	06	\$ 6,000.00	
	Facilities Officer	1408	08	\$ 45,500.00	
	<b><u>ADMINISTRATION</u></b>				<b><u>358,500.00</u></b>
	NonTechnical Salaries	1410	01	\$ 210,000.00	
	Technical Salaries	1410	02	\$ 53,000.00	
	Benefits	1410	09	\$ 86,500.00	
	Sundry Administration Costs	1410	19	\$ 9,000.00	
	<b><u>FEES AND COSTS</u></b>				<b><u>55,000.00</u></b>
	Architect/Engineer Fees	1430	01	\$ 30,000.00	
	Consultant	1430	02	\$ 25,000.00	
	<b><u>NONDWELLING EQUIPMENT</u></b>				<b><u>80,000.00</u></b>
	Computer Hardware	1475	01	\$ 40,000.00	
	Vehicle Replacement	1475	08	\$ 40,000.00	
OK73-00 Central Office	<b><u>DWELLING EQUIPMENT</u></b>				<b><u>20,000.00</u></b>
	Replace A/C Units	1465	04	\$ 20,000.00	
OK73-01	<b><u>SEMINOLE HILLS</u></b>				<b><u>-</u></b>
	Drainage/Site Improvements	1450	02	\$ -	
OK73-03	<b><u>SITE IMPROVEMENTS</u></b>				<b><u>7,400.00</u></b>
Comanche Park	Replace Sidewalks/Parking	1450	03	\$ 2,400.00	
	Gas System Upgrade	1450	07	\$ 5,000.00	
	<b><u>DWELLING STRUCTURES</u></b>				<b><u>122,500.00</u></b>
	Termite Treatment	1460	07	\$ 10,000.00	
	Bathroom Renovations	1460	08	\$ 50,500.00	
	Kitchen Renovations	1460	13	\$ 62,000.00	

Table Library

OK73-04	<b><u>DWELLING STRUCTURES</u></b>				<b><u>88,000.00</u></b>
Pioneer Plaza	Replace AHU for Corridors	1460		\$ 38,000.00	
	Replace Kitchen Cabinets	1460		\$ 50,000.00	
OK73-05	<b><u>SITE IMPROVEMENTS</u></b>				<b><u>92,761.52</u></b>
Apache Manor	Replace Sidewalks/Parking	1450	02	\$ 2,400.00	
	Drainage/Site Improvements	1450	03	\$ 85,361.52	
	Gas System Upgrade	1450	07	\$ 5,000.00	
	<b><u>DWELLING STRUCTURES</u></b>				<b><u>220,600.00</u></b>
	Roof Replacement	1460	04	\$ 28,750.00	
	Exterior Siding & Paint	1460	02	\$ 79,350.00	
	Bathroom Renovations	1460	08	\$ 50,000.00	
	Kitchen Renovations	1460	13	\$ 62,500.00	
OK73-06	<b><u>SITE IMPROVEMENTS</u></b>				<b><u>74,800.00</u></b>
Mohawk Manor	Wrought Iron Fencing	1450	04	\$ 70,000.00	
	Drainage/Site Improvements	1450	03	\$ 2,400.00	
	Replace Sidewalks/Parking	1450	02	\$ 2,400.00	
	<b><u>DWELLING STRUCTURES</u></b>				<b><u>107,160.00</u></b>
	Exterior Siding & Trim	1460	02	\$ 44,000.00	
	Entry Doors	1460	06	\$ 28,160.00	
	Exterior Paint	1460	03	\$ 25,000.00	
	Termite Treatment	1460	07	\$ 10,000.00	
OK73-07	<b><u>DWELLING STRUCTURES</u></b>				<b><u>50,000.00</u></b>
Hewgley Terrace	Replace Kitchen Cabinets	1460		\$ 50,000.00	
	<b><u>NONDWELLING EQUIPMENT</u></b>				<b><u>35,000.00</u></b>
	Emergency Generator	1475		\$ 35,000.00	
OK73-08	<b><u>SITE IMPROVEMENTS</u></b>				<b><u>4,800.00</u></b>
Riverview Park	Replace Sitewalks/Parking	1450	02	\$ 2,400.00	
	Drainage/Site Improvements	1450	03	\$ 2,400.00	
	<b><u>DWELLING STRUCTURES</u></b>				<b><u>307,244.00</u></b>
	Windows/Screens	1460	01	\$ 41,860.00	
	Siding & Trim	1460	02	\$ 38,500.00	
	Paint	1460	03	\$ 34,500.00	
	Entry Doors	1460	06	\$ 32,384.00	
	Termite Treatment	1460	07	\$ 10,000.00	
	Bathroom Renovations	1460	08	\$ 65,000.00	
	Kitchen Renovations	1460	13	\$ 85,000.00	
OK73-10	<b><u>SITE IMPROVEMENTS</u></b>				<b><u>9,800.00</u></b>

Table Library

Sandy Park	Replace Sidewalks/Parking	1450 02	\$	2,400.00	
	Drainage/Site Improvements	1450 03	\$	2,400.00	
	Gas System Upgrade	1450 07	\$	5,000.00	
	<b><u>DWELLING STRUCTURES</u></b>				<b><u>225,436.00</u></b>
	Windows/Screens	1460 01	\$	40,040.00	
	Siding & Trim	1460 02	\$	42,500.00	
	Paint	1460 03	\$	56,500.00	
	Roof Replacement	1460 04	\$	46,000.00	
	Entry Doors	1460 06	\$	30,396.00	
	Termite Treatment	1460 07	\$	10,000.00	
OK73-12	<b><u>SITE IMPROVEMENTS</u></b>				<b><u>9,800.00</u></b>
Parkview Terrace	Drainage/Site Improvements	1450 03	\$	2,400.00	
	Replace Sidewalks/Parking	1450 02	\$	2,400.00	
	Gas System Upgrade	1450 07	\$	5,000.00	
	<b><u>DWELLING STRUCTURES</u></b>				<b><u>273,750.00</u></b>
	Roof Replacement	1460 04	\$	31,250.00	
	Entry Doors	1460 06	\$	32,500.00	
	Floor Tile	1460 05	\$	50,000.00	
	Termite Treatment	1460 07	\$	10,000.00	
	Kitchen Renovations	1460 13	\$	60,000.00	
	Bathroom Renovations	1460 08	\$	90,000.00	
OK73-13	<b><u>DWELLING STRUCTURES</u></b>				<b><u>50,000.00</u></b>
LaFortune Tower	Domestic Water Piping	1460	\$	50,000.00	
	<b><u>SITE IMPROVEMENTS</u></b>				<b><u>5,000.00</u></b>
	Gas System Upgrade	1450 07	\$	5,000.00	
OK73-17	<b><u>SITE IMPROVEMENTS</u></b>				<b><u>4,800.00</u></b>
South Haven Manor	Replace Sidewalks/Parking	1450 02	\$	2,400.00	
	Drainage/Site Improvements	1450 03	\$	2,400.00	
	<b><u>DWELLING STRUCTURES</u></b>				<b><u>259,060.00</u></b>
	Windows & Screens	1460 01	\$	36,400.00	
	Siding & Trim	1460 02	\$	16,000.00	
	Paint	1460 03	\$	16,000.00	
	Roof Replacement	1460 04	\$	40,000.00	
	Entry Doors	1460 06	\$	28,160.00	
	Termite Treatment	1460 07	\$	10,000.00	
	Bathroom Renovations	1460 08	\$	50,000.00	
	Kitchen Renovations	1460 13	\$	62,500.00	
OK73-18	<b><u>SITE IMPROVEMENTS</u></b>				<b><u>4,800.00</u></b>

Table Library

East Central	Replace Sidewalks/Parking	1450	02	\$	2,400.00	
	Drainage/Site Improvements	1450	03	\$	2,400.00	
	<b><u>DWELLING STRUCTURES</u></b>					<b><u>297,544.00</u></b>
	Windows/Screens	1460	01	\$	22,800.00	
	Siding & Trim	1460	02	\$	18,400.00	
	Paint	1460	03	\$	13,000.00	
	Roof Replacement	1460	04	\$	50,000.00	
	Entry Doors	1460	06	\$	20,844.00	
	Floor Tile	1460	05	\$	50,000.00	
	Termite Treatment	1460	07	\$	10,000.00	
	Bathroom Renovations	1460	08	\$	50,000.00	
	Kitchen Renovations	1460	13	\$	62,500.00	
OK73-19	<b><u>SITE IMPROVEMENTS</u></b>					<b><u>7,200.00</u></b>
Scattered Sites	Replace Sidewalks/Parking	1450	02	\$	4,800.00	
	Drainage/Site Improvements	1450	03	\$	2,400.00	
	<b><u>DWELLING STRUCTURES</u></b>					<b><u>99,100.00</u></b>
	Windows/Screens	1460	01	\$	27,600.00	
	Siding & Trim	1460	02	\$	16,500.00	
	Paint	1460	03	\$	16,500.00	
	Roof Replacement	1460	04	\$	20,500.00	
	Entry Doors	1460	06	\$	8,000.00	
	Termite Treatment	1460	07	\$	10,000.00	
	<b>CONTINGENCY</b>			\$	29,406.48	
	<b>Total Cost for Identified Projects</b>			\$	<b>3,743,328.52</b>	
	<b>TOTAL PROJECTS PLUS CONTINGENCY</b>			\$	<b>3,772,735.00</b>	

Table Library



<b>Annual Statement</b>			
<b>Capital Fund Program (CFP) Part III: Implementation Schedule</b>			
<b>Development Number/Name</b>	<b>All Funds Obligated (Quarter Ending Date)</b>	<b>All Funds Expended (Quarter Ending Date)</b>	
<b>HA-Wide Activities</b>			
PHA/Wide	Sep-02	Sep-04	
73-03 Comanche Park	Sep-02	Sep-04	
73-04 Pioneer Plaza	Sep-02	Sep-04	
73-05 Apache Manor	Sep-02	Sep-04	
73-06 Mohawk Manor	Sep-02	Sep-04	
73-07 Hewgley Terrace	Sep-02	Sep-04	
73-08 Riverview Park	Sep-02	Sep-04	
73-10 Sandy Park	Sep-02	Sep-04	
73-11 Osage Hills	Sep-02	Sep-04	
73-12 Parkview Terrace	Sep-02	Sep-04	
73-13 LaFortune Tower	Sep-02	Sep-04	
73-17 South Haven Manor	Sep-02	Sep-04	
73-18 East Central Village	Sep-02	Sep-04	
73-19 Scattered Sites	Sep-02	Sep-04	

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

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

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



## ***DECONCENTRATION POLICY***

It is the policy of the Housing Authority of the City of Tulsa (THA) to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

THA will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement. See attachments for recent analysis of jurisdiction.

## ***DECONCENTRATION INCENTIVES***

THA may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

## ***OFFER OF A UNIT***

When THA discovers that a unit will become available, we will contact the first family on the waiting list who has the highest priority for this type of unit or development and whose income category would help to meet the deconcentration goal and/or the income targeting goal.

THA will contact the family first by telephone to schedule an appointment. If the family cannot be reached by telephone, the family will be sent notification via first class mail.

After meeting with the Resident Selection Staff, an appointment will be made for the family to visit the development, view the unit and sign a lease agreement. If the family rejects the offer of the unit, THA will offer the unit to the next person on the waiting list in compliance with the aforementioned procedure.

**Tulsa Housing Authority  
Deconcentration Plan  
Census Tract and THA Demographic Information**

<b>Site Name</b>	<b>Site Number</b>	<b>Census Tract</b>	<b>Average Household Income of THA Residents (Source: 5/25/99 THA demographics)</b>	<b>Mean Income Census Tract (Source: Census 2000)</b>
Seminole Hills	73-01	5	8,367	18,80
Whitlow Townhomes	73-02	5	6,231	18,80
Comanche Park	73-03	80.01	3,655	18,00
Pioneer Plaza	73-04	10	5,766	16,30
Apache Manor	73-05	3	4,230	20,68
Mohawk Manor	73-06	80.01	4,168	18,00
Hewgley Terrace	73-07	26	5,720	19,88
Riverview Park	73-08	46	3,650	18,09
Sandy Park	73-10	88	3,402	16,73
Osage Hills*	73-11	101	4,139	32,95
Parkview Terrace	73-12	67.01	4,574	24,81
LaFortune Tower	73-13	46	5,959	18,09
South Haven Manor	73-17	67.01	5,976	24,81
East Central Village	73-18	59	4,599	23,08

\* Not located in high poverty census tract.

# PHA Plan

## Component 7

### Parts I, II and III

#### Annual Statement

#### Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: **OK56-P073-501-00**

[ ] Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1		\$ -
2	1406 Operations	\$ 377,273.00
3	1408	496,000.00
4	1410 Administration	\$ 358,500.00
5	1411	\$ -
6	Liquidated Damages	\$ -
7	1430	\$ 55,000.00
8	1440 Site Acquisition	\$ -
	1450	\$ -
	1460 Dwelling Structures	\$ -
	1465	\$ -
	1470 Non-dwelling Structures	\$ -
13	1475	\$ 115,000.00
14	1485 Demolition	\$ -
15		\$ -
16	1492 Moving to Work Demonstration	\$ -
	1495	\$ -
18	1498 Mod Used for Development	\$ -
19	1502	29,406.48
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$ 3,772,735.00</b>
21		\$ -
22		\$ -
23	Amount of line 20 Related to Security	\$ 744,144.00
24		864,644.00

# 2000CGP Five-Year Plan Revisions

## 2000 Five Year Plan - Summary

<i>Site</i>	<i>2001</i>	<i>2002</i>	<i>2003</i>	<i>2004</i>	<i>Total</i>
Mgmt Improve	452,000	462,000	467,000	467,000	1,848,000
Admin	359,947	359,947	359,947	359,947	1,439,788
Fees/Costs	55,000	55,000	55,000	55,000	220,000
Central Office	122,120	127,280	157,780	157,780	564,960
PHA Wide	45,000	47,000	49,000	49,000	190,000
Comanche	124,900	129,700	129,700	129,700	514,000
Pioneer	88,000	95,000	95,000	95,000	373,000
Apache	805,264	257,800	257,800	257,800	1,578,664
Mohawk	181,960	111,960	638,291	111,960	1,044,171
Hewgley	85,000	50,000	50,000	50,000	235,000
Riverview	239,044	239,044	239,044	1,089,044	1,806,176
Sandy	131,236	203,836	181,236	181,236	697,544
Parkview	586,050	789,971	290,000	290,000	1,956,021
LaFortune	50,000	85,000	50,000	50,000	235,000
South Haven	135,360	135,360	125,600	125,600	521,920
East Central	293,004	293,004	293,004	293,004	1,172,016
Scat Sites	92,800	92,800	92,800	92,800	371,200
Contingency					
	3,846,685	3,534,702	3,531,202	3,854,871	14,767,460
Budget	3,772,735	3,772,735	3,772,735	3,772,735	15,090,940
	(73,950)	238,033	241,533	(82,136)	

## Public Housing Drug Elimination Program Plan

**Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions in applicable PIH Notices.**

### Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

### Section 1: General Information/History

- A. Amount of PHDEP Grant **\$553,150**
- B. Eligibility type (Indicate with an "x") N1 \_\_\_\_\_ N2 \_\_\_\_\_ R \_\_\_\_\_
- C. FFY in which funding is requested **FFY'2000**
- D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Target Area including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long.

FFY'2000 PHDEP funding will provide for the retention of the Drug Investigator who investigates criminal activities related to drugs in and/or around THA developments. In addition, this funding will allow THA to provide security at the thirteen public housing sites through contracted security personnel and retain the Security Coordinator to oversee all security operations, and continue supportive services contracted with a local agency whose programming involves a comprehensive drug prevention strategy targeting children, teens and youth. The retention of 9 Service Coordinators will assure that on-site services are provided to residents in order for them to attain and remain self-sufficient.

### **E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

<b>PHDEP Target Areas (Name of development(s) or site)</b>	<b>Total # of Units within the PHDEP Target Area(s)</b>	<b>Total Population to be served within the PHDEP Target Area(s)</b>
Seminole Hills, 1624 E. Virgin, Tulsa, OK 74107	96	285
Whitlow Townhomes, 1818 N. Rockford, Tulsa, OK 74106	50	143
Comanche Park, 3607 N. Quaker, Tulsa, OK 74106	275	781
Pioneer Plaza, 901 N. Elgin, Tulsa, OK 74106	191	193
Apache Manor, 2403 N. Marion, Tulsa, OK 74115	160	471
Mohawk Manor, 3637 N. Birmingham, Tulsa, OK 74110	106	311
Hewgley Terrace, 420 S. Lawton, Tulsa, OK 74107	150	148
Riverview Park, 2212 S. Jackson, Tulsa, OK 74107	190	491
Sandy Park, 6301 W. 11th Pl., Tulsa, OK 74127	160	492
Osage Hills, 650 N. Osage Dr., Tulsa, OK 74106	287	321
Parkview Terrace, 1615 W 59th St. S., Tulsa, OK 74107	225	651
LaFrotune Terrace, 1725 SW Blvd., Tulsa, OK 74107	201	203
South Haven, 4012 W 56th Pl., Tulsa, OK 74107	100	324
East Central, 12330 E. Archer, Tulsa, OK 74116	150	635
Scattered Sites	174	505
Total Unit Count/Population	2,515	5,594



## F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Months \_\_\_\_\_ 12 Months \_\_\_\_\_ X \_\_\_\_\_ 18 Months \_\_\_\_\_ 24 Months \_\_\_\_\_ Other \_\_\_\_\_

## PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an "x" by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place "GE" in column or "W" for waivers.

Fiscal Year of Funding	PHEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extension or Waivers	Anticipated Completion Date
FY 1995	\$651,800	OK56DEP0730195	-0-		CLOSED OUT
FY 1996	\$651,750	OK56DEP0730196	-0-		CLOSED OUT
FY 1997	\$682,840	OK56DEPO730197	-0-		CLOSED OUT
FY 1998	\$656,760	OK56DEPO730198	\$322,837.60		11-12-2000
FY 1999	\$553,149	OK56DEPO730199	\$481,442.33		12-29-2000

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

THA will address the needs of the PHDEP-targeted population by the retention of the Drug Investigator and the Security Coordinator, as well as contracting for 59,055 man-hours of security. Of those hours, 29,527 will be directly funded by PHDEP. These measures will facilitate a 5% reduction in violent and drug-related crime. In addition, THA anticipates that Service Coordinators will provide services to 1,800 residents annually and the contracted service provider will administer drug prevention programs to at least 100 youth.

### B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	299,847.80
9130 - Employment of Investigators	38,174.75
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	197,511.07
9170 - Drug Intervention	17,616.38
9180 - Drug Treatment	
9190 - Other Program Costs	
<b>TOTAL PHDEP FUNDING</b>	<b>\$553,150.00</b>

### C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise--not to exceed two sentences in any column. Tables for line items in which the PHA has no planning goals or activities may be deleted.

<b>9120 - Security Personnel</b>					<b>Total PHDEP Funding: \$299,998.80</b>		
Goal(s)	Enter into agreement with Security Contractor						
Objectives	To provide 59,055 contracted security man-hours, of which 29,527 will be funded through the PHDEP grant.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Contracted Security			12-31-00	12-30-01	\$299,847.80	\$300,000.00 (CGP funds)	5% reduction in violent and drug-related crime.

<b>9130 - Employment of Investigators</b>					<b>Total PHDEP Funding: \$38,174.75</b>		
Goal(s)	Employ one Drug Investigator						
Objectives	Extend the employment of the Drug Investigator for a period of one year.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Drug Investigator			12-31-00	12-30-01	\$ 38,174.75	-0-	5% reduction in violent and drug-related crime.

<b>9160 - Drug Prevention</b>					<b>Total PHDEP Funding: \$197,511.07</b>		
Goal(s)	1) Enter into a contractual agreement with service provider to deliver a comprehensive drug prevention strategy for children, teens, and youth, and 2) continued employment of 9 Service Coordinators for 1 year.						
Objectives	Contracted drug prevention services for 100 children, teen and youth as well as the retention of 9 Service Coordinators.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Contracted Drug Prevention Services			12-31-00	12-30-01	\$39,000.00	-0-	100 youth served.
2. 9 Service Coordinators retained			12-31-00	12-30-01	\$158,511.07		1800 participants annually.

<b>9170- Drug Intervention</b>					<b>Total PHDEP Funding: \$17,616.38</b>		
Goal(s)	1) Continue the employment of one (1) Security Coordinator for the 12-month funding period.						
Objectives	Oversee Security operations of the Housing Authority and contracted security services.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Security Coordinator			12-31-00	12-30-01	\$17,616.38	32,716.13 (CGP funds)	A 5% reduction in violent and drug-related crime.

### Section 3: Expenditure/Obligation Milestones

Indicate by budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals) the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

<b>Budget Line Item #</b>	<b>25% Expenditure of Total Grant Fund by Activity #</b>	<b>Total PHDEP Funding Expended (sum of the activities)</b>	<b>50% Obligation of Total Grant Funds by Activity #</b>	<b>Total PHDEP Funding Obligated (sum of the activities)</b>
9120	April 1, 2001	\$74,999.70	August 1, 2001	\$149,992.80
9130	April 1, 2001	\$ 9,543.69	August 1, 2001	\$19,087.38
9160	April 1, 2001	\$49,337.77	August 1, 2001	\$98,755.54
9170	April 1, 2001	\$ 4,354.10	August 1, 2001	\$ 8,708.20

#### **Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the "PHA Certifications of Compliance with the PHA Plan and Related Regulations."