

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
-----------------------------------	---	--

**FY 2011 THA/PHA Annual Plan**

<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Tallahassee Housing Authority</u> <span style="float: right;">PHA Code: <u>FL073</u></span> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/01/2010</u>				
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>541</u> <span style="float: right;">Number of HCV units: <u>2103</u></span>				
<b>3.0</b>	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH <span style="float: right;">HCV</span>
	PHA 2:				
	PHA 3:				
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.				
<b>5.1</b>	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: <b>The Tallahassee Housing Authority's immediate five (5) year mission will be to maintain the safe and sanitary conditions of all existing properties, in order to protect the quality of life and well being enjoyed by the resident populations of each of the project sites. In addition provide a network of upward mobility opportunities for residents/clients of Public Housing and the Housing Choice Programs.</b>				
<b>5.2</b>	<b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. <b>The Tallahassee Housing Authority's Goals and Objectives are:</b> <ul style="list-style-type: none"> <li>• Expand the current 541 public housing and 2103 housing choice vouchers supply of assisted housing – Add two additional public housing units at the Springfield Community and apply for additional vouchers whenever they become available in the HUD NOFA.</li> <li>• Improve the quality of assisted housing – This will be accomplished by continuing to perform timely and thorough HQS inspections. Continue to modernize units to improve marketability and improve customer satisfaction for lease up.</li> <li>• Increase assisted housing choices – This will be accomplished by providing clients with a wide selection of housing resources, expanding the pool of participating landlords, continue to provide information to families seeking to move to areas of opportunity outside the THA jurisdiction.</li> <li>• Promote self sufficiency – Continue to provide training and employment opportunities to Public Housing and Housing Choice Voucher participants. Seek new FSS enrollments in both programs. Current public housing FSS participants are 56 and 47 for the housing choice voucher program. Goal for next PHA Plan reporting is to increase each program by 10%.</li> <li>• Continue to increase 504 units among all public housing communities – This will be accomplished through community surveys of residents and by partnering with outside agencies that can provide this service. Continue to lessen the physical barriers for elderly and persons with disabilities in public housing and the housing choice voucher programs.</li> <li>• Educate residents and community at large on the HUD changes under Transformation of Rental Assistance (TRA) program.</li> <li>• Develop Lease with the Option to Purchase Program with Public Housing residents in scattered site housing; Goal for next year will be 10% of those families currently living in the single family scattered sites participating in program.</li> <li>• Identify resident and staff training for overall professional development – It is anticipated this will occur through the THA community wide partners, i.e., Workforce Plus, Tallahassee Community College, Star Metro and Leon County Schools.</li> <li>• Decrease the digital divide for public housing residents</li> <li>• Reduction of resident/client file error rate among both programs. This will be performed by increasing the quality control review of public housing and the housing choice voucher files by 5% or more.</li> <li>• Provide a safer community for residents. Continuance of security foot patrol at each public housing community. Neighborhood Watch meetings are planned with local law enforcement agencies and residents for the identification of crime related incidents. Monthly meetings take place between project managers and assistants to share information with other subsidized managers and local enforcement personnel to reduce the transfer of residents with documented criminal activities.</li> <li>• Reduce truancy for public housing school age youth with the assistance of Leon County School Administration personnel.</li> </ul> <p>For additional progress updates that the THA has made in meeting its goals and objectives from the previous agency plan (FY2010) see Section 10.0</p>				

	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:  (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p><b>6.1 Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.</b>  There have not been any revisions to the PHA Plan Elements since the last plan submission (8/2010) for Public Housing. However, special set aside vouchers for FUP eligible persons was approved by the Board of Commissioners at its 08/19/2010 meeting to enroll twelve (12) families who are aging out of Foster Care. This partnership is with the Big Bend Community Based Care Agency.</p> <p>All HUD approved Annual Plans will be available to the public and residents at each AMP and the HA Central Office as shown: AMP 1 – Springfield Site Office 1700-15 Joe Louis Street, AMP 2 – Orange Avenue Site Office 2710 Country Club Drive, AMP 3 Pinewood Place 605 Steele Drive (This AMP covers Scattered Sites and Hidden Pines) Central Office 2940 Grady Road and on the THA’s website, <a href="http://www.tallha.org">www.tallha.org</a>. The plan will also be available at the OAUTA Resident Association Office 1700-165 Joe Louis Street.</p> <p><b>6.2 Financial Resources</b> –See Attachment f1073a02  <b>6.3 Rent Determination</b> – No changes since last PHA Plan submittal (/08/2010) for public housing and the housing choice voucher programs.  <b>6.4 Operation and Management</b> – The Tallahassee Housing Authority resident rules are incorporated in dwelling leases and the Admission and Continued Occupancy Policies and Procedures for public housing and the Administrative Plan for clients of the Housing Choice Voucher Program. Non regulatory changes are presented to the Resident Organization (OAUTA) for review and comments, issued to the residents as a notice with time limits and upon expiration of time submitted to the THA Board of Commissioners for approval consideration. Operational Rules and Procedures are posted at each AMP Office on a bulletin board in public view with applicable subtitles. The authority is a large supporter of resident empowerment and this can be supported through the training and educational notices to public housing residents and housing choice voucher participants and the increase of community partners.</p> <p>The housing authority provides monthly pest control through a licensed contractor. The material used in pest control conforms to Federal, State and local laws. Future resident meetings are planned for the education of Bed Bug prevention by certified pest control technicians and THA staff.  Residents are provided Home and Safety Guides and notice of rules and regulations as provided via a quarterly newsletter.  These sections of the plan have not changed since the FY 2010 PHA Agency Plan Submittal. Therefore, they are not addressed in this FY2011 Plan, except where noted.</p> <p><b>6.5 Grievance Procedures, 6.6 Designated Housing for Elderly and Disabled Families, 6.7 Community Service and Self-Sufficiency, 6.8 Safety and Crime Prevention</b> (addressed in Section 5.2) <b>6.9 Pets, 6.12 Asset Management and 6.13 Violence Against Women Act (VAWA).</b> (these Sections were submitted in earlier PHA Agency Plans)  <b>6.10 – Civil Rights Certification</b> – The THA is in the process of examining its fair housing/504 policy in an effort to address any residents needs after community meetings.  <b>6.11 – The FY2010 Fiscal Audit findings</b> have been addressed and submitted to the appropriate HUD divisions.</p> <p><b>Special Note: All last years submitted attachments will be available as a courtesy for review by residents and the community, of which will not be uploaded and included with the 2011 PHA Plan.</b></p>
6.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p> <p>(a) THA will continue to explore the possibility of lease with the option to purchase opportunity for public housing scattered site houses, in an effort to expand the homeownership programs.  (b) There are no scheduled plans for demolition or disposition of public housing developments, unless due to catastrophic or fire a unit has to be demolished as approved by the Board of Commissioners and HUD.  (c) THA has no plans for conversion of public housing. With HUD’s Transformation Rental Assistance (TRA) and the accompanying Preservation, Enhancement, and Transformation of Rental Assistance (PETRA) Legislative proposal it may become necessary for THA to convert public housing into similar Section 8 properties who accept tenant based vouchers.</p>
7.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p>
8.0	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.  See Attachment f1073b02 (CFP2011); f1073i02 (CFP2009);f1073j02 (CFP2010); f1073l02 (RHP501-06); f1073m02 (RHP503-06); f1073n02 (RHP 2007); f1073o02 (RHP2008); f1073p02 (RHP2009); f1073q02 (RHP2010); f1073r02 (RHP2011)</p>
8.1	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.  See Attachment f1073c02</p>
8.2	<p><b>Capital Fund Financing Program (CFFP).</b>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. <b>Not Applicable</b></p>
8.3	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.  See Attachment f1073d02</p>

9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p>The THA will review monthly its waiting list to determine its needs and request the opening or closing via the Board of Commissioners approval as necessary. It will also employ effective maintenance and management policies to minimize the number of public housing units off-line and reduce turnover time for vacated public housing units. We will continue to review the State of Florida DCA Consolidated Plan to identify unmet needs of persons in our immediate locale. We will work with groups who provide assistance to homeless, persons with disabilities, and other special population groups.</p>
-----	---

**Additional Information.** Describe the following, as well as any additional information HUD has requested.

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

- Star Metro – Creating job and training opportunities for both Public Housing and Housing Choice Voucher Participants
- Workforce Plus at Tallahassee Community College – Creating Skill Development training classes in Masonry and HVAC of which four (4) public participants are enrolled.
- Cosmetology Certification – Classes offered to both Public Housing and Housing Choice Voucher Participants for Hair Braiding Certification. Seven persons participated with two receiving jobs after completing their certification.
- Certified Nursing Assistance Certification – This class is being taught by a Registered Nurse and both Public Housing and Housing Choice Voucher Participants are enrolled. Eleven persons were enrolled and are seeking certification.
- 50 Large Intervention and Leadership Program is available to youth of Public Housing and Housing Choice Voucher participants in anti-gang strategies, computer technology classes
- Area Agency on Aging for North Florida, Inc., this partnership provides educational programs that assist in closing the gap between seniors in receiving information on insurance needs, specialized telecommunications equipment, and rental and utility assistance programs
- Bond Community Health Center – This partnership has supported the submittal of a grant to the Department of Health for a modular building at the Springfield Community to provide on-site primary care for all public housing residents.
- Work in partnership with the resident organization in marketing to the public housing community the need to become involved in policy/procedure meetings and community partnership programs.
- Increase Homeownership in Public Housing – From the last PHA Plan submittal two (2) public housing families have moved into homeownership and received a housing choice voucher and 36 families have contracted to become participants in the Family Self Sufficiency Program that has been a 95% enrollment increase.
- Housing Choice Voucher Program Family Self Sufficiency participants have increased by twelve (12) and more than thirteen (13) have been added to the homeownership status
- Public Housing Acquisition – Since the last submittal of the PHA Plan four (4) single family (scattered sites) three 3/2 and one 4/2 bedroom units have been purchased in the Woodbriar Subdivision. These areas are in mixed neighborhoods which supports the HUD initiative of reducing the high poverty concentrated communities.
- New construction is taking place at the Springfield Community with a 3/2 duplex. This will be an energy efficient unit with open space and an inside storage area for resident use. It is anticipated that another apartment will be built on this site to complete the replacement of the tri-plex that was demolished due to fire.
- THA has partnered with the SIEMENS Technology Group to perform Phase II of a ten year energy performance contract to assist in increasing the energy efficiency in all public housing units by lighting and HVAC updates.
- THA has received funding from the City of Tallahassee, Department of Economic and Community Development to replace all non energy efficiency windows with energy star and specific roof replacement at Springfield and Orange Avenue communities
- THA has applied to the Capital Area Agency on Community Action to receive funding for 100% window replacement for the Pinewood Place community.
- THA Housing Choice Voucher Program has expanded its outreach to participating landlords in their understanding of fair housing and equal opportunity.
- THA has increased its participant file quality control reviews in both Public Housing and the Housing Choice Voucher Programs. This has been accomplished with dedicated Q/C staff identifying unreported or underreported income.
- Increased absorption of temporary Section 3 workers into the regular permanent personnel pool of THA.
- Increased Faith Based Partnership with Community Baptist in providing the Dave Ramsey Financial Peace University training of which four public housing residents attended and graduated.
- Increased the staff training in management, fair housing, and maintenance and customer service among all Public Housing and Housing Choice Voucher staff.
- Increased PHAS and SEMAP scores have occurred under Deconcentration and unit turnaround vacancy dates, from 7 to three make ready days.
- THA has applied to HUD for the Public Housing and Housing Choice Voucher FSS Coordinator Positions
- THA has completed 100% of all WIFI connections at its multi-family public housing communities. This has reduced the digital divide and reduced the cost of service paid by residents as WIFI is paid by THA.
- New partnership with Life Church in identifying youth age 5-18 whose parents are incarcerated and providing prevention/intervention programs for them.
- Centralized resident mailboxes at the Springfield Community.
- Increased hours of computer lab use for residents and all community centers from three to five days per week.
- Increased security guard patrol at all THA public housing sites
- A partnership with the Leon County Schools Truancy Department has assisted in identifying and reducing the number of youth in our public housing communities who are not attending school on a regular basis. This partnership has also included parents committing to work with the THA social worker and other outside community partners in the interest of their children.

(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

**The Tallahassee Housing Authority will consider Substantial Amendments as:**

Any overall change to its Mission Statement, 10% deletion from or addition to the goals and objectives as a whole and 10% or more decrease in the quantifiable measurement of any individual goal or objective. The reduction of staff or housing subsidy funds used to house eligible families. This would also include any budget authority that has been significantly changed by the funding source (HUD)

**The Tallahassee Housing Authority will consider Significant Amendment and Substantial Deviation/Modification as:**

10% variance in the funds received/projected in the Capital Fund Program Annual Statement.

Any change in policy or procedure from the funding source (HUD/Congress)

Demolition and/or disposition activities, new or amended developments, project based Section 8 of public housing developments, designated housing or Regulatory changes to the Homeownership programs.

10.0

<p><b>11.0</b></p>	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office. <b>These will be submitted as attachments</b></p> <ul style="list-style-type: none"> <li>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) Attachment fl073e02</li> <li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) Attachment fl073f02</li> <li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) Attachment fl073g02</li> <li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) Attachment fl073h02</li> <li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li> <li>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</li> <li>(g) Challenged Elements - fl073k02</li> <li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) Attachment fl073b02</li> <li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) – Attachment fl073c02</li> </ul>
--------------------	--

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

## Instructions form HUD-50075

**Applicability.** This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

### 1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

### 2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

### 3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

### 4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

### 5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

**5.1 Mission.** A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

**5.2 Goals and Objectives.** Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

**6.0 PHA Plan Update.** In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

#### PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

**7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers**

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm)  
**Note:** This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

**8.0 Capital Improvements.** This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

**8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.** PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

- 1. At the end of the program year; until the program is completed or all funds are expended;
- 2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
- 3. Upon completion or termination of the activities funded in a specific capital fund program year.

**8.2 Capital Fund Program Five-Year Action Plan**

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

**8.3 Capital Fund Financing Program (CFFP).** Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

**9.0 Housing Needs.** Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**9.1 Strategy for Addressing Housing Needs.** Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**10.0 Additional Information.** Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

**11.0 Required Submission for HUD Field Office Review.** In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.



**Financial Resources:  
Planned Sources and Uses**

<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2009 grants)</b>		
a) Public Housing Operating Fund	2,829,139	Public Housing
b) Public Housing Capital Fund	950,000	Modernization
c)		Development/Replacement Housing
d) ROSS - FSS	220,089	Public Housing – Family Self Sufficiency Program
e) Annual Contributions for Section 8 Tenant-Based Assistance	16,924,384	HAP & Administration Fee
f) Section 8 – VASH	207,240	HAP & Administration Fee
g) Section 8 - Mainstream	591,450	HAP & Administration Fee
h) Section 8 – FSS Grant	52,346	Section 8 - Family Self Sufficiency Program
Other Federal Grants (list below)		
<b>DVP, DHAP, HANO</b>		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
FL29P073501-09	26,306	Modernization
FL29P073501-10	808,174	Modernization
FL29R073501-09	60,998	Development/Replacement Housing
FL29R073501-10		Development/Replacement Housing
<b>3. Public Housing Dwelling Rental Income</b>	834,521	Public Housing
<b>4. Other income (list below)</b>		
Excess utilities	214,955	Public Housing
Work Orders, Late Fees,Laundromats	39,989	Public Housing
<b>4. Non-federal sources (list below)</b>		
<b>City of Tallahassee</b>	617,546	CDBG Disaster Recovery
Summer Food Program	\$25,000	Public Housing
<b>Total resources</b>	24,582,560	

**Financial Resources:  
Planned Sources and Uses**

<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<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:			
HCV 3100 PH 1718	# of families	% of total families	Annual Turnover
Waiting list total	1186		124
Extremely low income <=30% AMI	1159	98%	
Very low income (>30% but <=50% AMI)	23	2%	
Low income (>50% but <80% AMI)	4	n/a	
Families with children	825	70%	
Elderly families	22	2%	
Families with Disabilities	60	5%	
Race/ethnicity 1	152/2	13%	
Race/ethnicity 2	962/2	81%	
Race/ethnicity 3	2/2	n/a	
Race/ethnicity 5	1/2	n/a	
Race/ethnicity 6	23/2	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	204	17%	17
2 BR	197	17%	40
3 BR	617	52%	41
4 BR	152	13%	26
5 BR	16	1%	4
5+ BR	n/a	n/a	n/a

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<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:			
HCV 3100 PH 1718	# of families	% of total families	Annual Turnover
Waiting list total	2213		97
Extremely low income <=30% AMI	2206	100	
Very low income (>30% but <=50% AMI)	5	0	
Low income (>50% but <80% AMI)	2	0	
Families with children	1986	90	
Elderly families	70	3	
Families with Disabilities	157	7	
Race #1	189	9	
Race #2	2004	91	
Race #3	11	0	
Race #4	4	0	
Race #5	5	0	
Ethnicity #1	79	4	
Ethnicity #2	2134	96	
<del>Characteristics by Bedroom Size (Public Housing Only)</del>			
<del>1BR</del>			
<del>2-BR</del>			
<del>3 BR</del>			

## 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	6983	4	3	2	2	2	2
Income >30% but <=50% of AMI	2651						
Income >50% but <80% of AMI	17,477						
Elderly	2074						
Families with Disabilities	3869						
Race/Ethnicity 1	4445/2						
Race/Ethnicity 2	5780/2						
Race/Ethnicity 3	345/2						
Race/Ethnicity 6	545/2						

\*\* Race: 1 White  
2 Black  
3 American Indian/Alaskan Native  
4 Asian  
5 Native Hawaiian or other Pacific Islands  
6 Multi Racial

Ethnicity: 1 Hispanic/Latino  
2 Non- Hispanic/Latino

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: 2009 – Division of Housing and Community Development
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset 2000
- American Housing Survey data  
Indicate year:
- Other housing market study – Shimberg Center for Affordable Housing/Florida Housing Data Clearinghouse  
Indicate year: 2009/10
- Other sources: (list and indicate year of information)

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

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the   x   5-Year and/or   x   Annual PHA Plan for the PHA fiscal year beginning July 1, 2010, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Tallahassee Housing Authority

FL073

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_

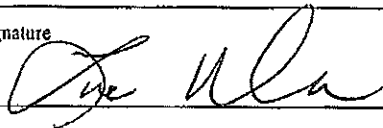
Annual PHA Plan for Fiscal Years 20\_11\_\_ - 20\_12\_\_

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

Name of Authorized Official

Title

Signature



Date

5/19/11

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Tallahassee Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing/Housing Choice Voucher Program and Capital Grant Funds

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

PHA Wide - Orange Avenue Apartments, 2710 Country Club Drive, 900 Bates, 850 Canton, 800 Priscilla Lane, 910 Sebring Drive, 2000 Trimble Road, 1700 Joe Louis, 2940 Grady Road, Steele Drive and Mark Drive, Scattered Sites, All located in Tallahassee, Florida and Leon County

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

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

Name of Authorized Official  
Claudette Cromartie

Title  
Executive Director

Signature

Date

X *Claudette Cromartie*

*May 20, 2011*



# Certification of Payments to Influence Federal Transactions

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

Applicant Name

Tallahassee Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing/Housing Choice Voucher and Capital Fund Grant

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

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

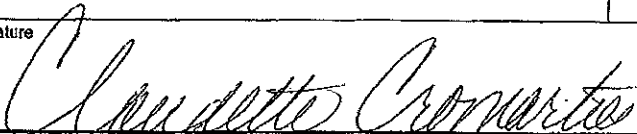
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this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

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

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

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

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

Name of Authorized Official Claudette Cromartie	Title Executive Director
Signature 	Date (mm/dd/yyyy) May 20, 2011

**DISCLOSURE OF LOBBYING ACTIVITIES**

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

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. Initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, <i>if known:</i>  Congressional District, <i>if known:</i> 4c.	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Congressional District, <i>if known:</i>	
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>  CFDA Number, <i>if applicable:</i> _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$ _____	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>  Not Applicable	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u><i>Claudette Cromartie</i></u> Print Name: <u>Claudette Cromartie</u> Title: <u>Executive Director</u> Telephone No.: <u>850-205-1674</u> Date: <u>04/21/2011</u>	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)