

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**

**OMB Approval No: 2577-0226  
Expires: 03/31/2002**

**HUD 50075**

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**PHA Plan  
Agency Identification**

**PHA Name:** Aransas Pass Housing Authority

**PHA Number:** TX 313

**PHA Fiscal Year Beginning: (mm/yyyy)** April 1, 2000

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

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

**A. Mission**

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

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

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

**B. Goals**

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

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and the emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, 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 YEAR! (Quantifiable measures would include targets such as: numbers of families served or PHAS score achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

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

**The Housing Authority is experiencing difficulty maintaining a high level of occupancy in the Public Housing program. According to the PHAS Management Advisory Score the actual score for the vacancy rate was 2.8 out of a possible 4.0. The goal of this program is to analyze the reasons for the high vacancy rate and target reduction strategies.**

**However, the Section 8 voucher program is thriving. The City of Aransas Pass is split among three different county governments. While a unique characteristic in the coastal bend area, this allows the Housing Authority to service four different communities. This, in turn, is an excellent advantage to the Section 8 voucher program allowing applicants maximum choices. In order to expand affordable housing in the jurisdictions of the Housing Authority, the intent is to secure more vouchers.**

**The waiting list evidences the contrast between the Low Rent Public Housing and Section 8 programs. The average wait time for Section 8 is 6-9 months, while the wait time for Public Housing is less than 30 days. At the time of this writing, the Housing Authority experienced a 14% vacancy rate. Please note the modernization was not a factor. The reduction strategies will target a 5% vacancy rate.**

PHA Goal: Improve the quality of assisted housing

Objectives:

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

**According to the PHAS advisory scores, the Housing Authority scored 25.1 out of a possible 30 on the physical component. The overwhelming concern was site improvement. The inspector cited major erosion throughout the developments and sidewalk, parking lot and driveway cracking. The Housing Authority will seek to improve the physical score through site work funded through the Capital Program.**

PHA Goal: Increase assisted housing choices

Objectives:

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

**Through application for new vouchers, the Housing Authority hopes to increase the housing choices. Further, the Housing Authority is considering a program to utilize public housing as a stepping stone to homeownership. This type of program should not only increase the occupancy in Public Housing, but also provide an incentive to upward mobility, economic self-sufficiency and eventually homeownership.**

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

- X PHA Goal: Provide an improved living environment
- Objectives:
- X Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - X Implement public housing security improvements:
  - X Designate developments or buildings for particular resident groups (elderly, persons with disabilities) **The Housing Authority has designated a Elderly and Disabled Development as well as a Family Development.**
  - \_\_\_\_\_ Other: (list below)

**To the extent possible, the Housing Authority intends to promote deconcentration and income mixing through the Section 8 Voucher Program.**

**A resident meeting was held on Friday, November 12, 1999. As a result of the oral and written comments received during this meeting, the need for additional lighting, security fencing and extra security patrols in the family development have been determined. The residents of the elderly and disabled development indicated that they generally felt safe and secure in their apartments.**

**Although the Housing Authority is not currently on the Drug Elimination Eligible listing which was published in the Federal Register dated September 14, 1999, the Housing Authority will seek additional funding for security improvements.**

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

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

**Considered the relatively small size of Aransas Pass (population 7,900), the community resources are phenomenal. The residents of Public Housing enjoy**

**extensive services such as a hospital, an adult day care center, shopping facilities and meal center for the elderly and disabled. These services are all within a comfortable walking distance. Further, the Housing Authority currently “houses” a headstart center on property.**

**Based on the comments received during the Resident Meeting mentioned above, the residents are extremely thankful for the number as well as the proximity of the services. However, several residents expressed an interest in onsite GED programs. The Housing Authority intends to actively pursuing this program through the local school district as well as the local community college.**

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

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

**The Housing Authority absolutely seeks to ensure equal opportunity in housing.**

**Other PHA Goals and Objectives:**

**The Housing Authority is seeking to strengthen its participation in the community. The current Executive Director accepted the position less than 6 months ago. However, she has already opened the doors to the city operated community centers. Further, through active involvement with the school district and businesses, the Housing Authority is seeking many cooperative arrangements.**

**Annual PHA Plan  
PHA Fiscal Year 2000**

[24 CFR Part 903.7]

**Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**Executive Summary of the Annual PHA Plan - Optional**

[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.

**Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Annual Plan**

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**Attachments**

Required Attachments: **Hold** Admissions Policy for Deconcentration

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.

- FY 2000 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

**Supporting Documents Available for Review**

**List of Supporting Documents Available for Review**

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

Applicable & On Display	Supporting Document	Applicable Plan Component
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On Display	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
On Display	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
On Display	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
On Display	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
On Display	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
On Display	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
On Display	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
On Display	Public Housing Deconcentration and Income Mixing Documentation: 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 18. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
On Display	Public housing rent determination policies,	Annual Plan: Rent

	including the methodology for setting public housing flat rents. Check here if included in the public housing A & O Policy	Determination
On Display	Schedule of flat rents offered at each public housing development. Check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
On Display	Section 8 rent determination (payment standard) policies. Check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
On Display	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
On Display	Public housing grievance procedures Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
On Display	Section 8 informal review and hearing procedures Check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
N/A	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
On Display	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
On Display	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program Check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
On Display	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	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
On Display	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan  Other supporting documents (optional) (list individually; use as many lines as necessary)	Troubled PHAs  (specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.79 (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 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 each 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 conduct this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	1139	4	3	4	4	3	2
Income >30% but <=50% of AMI	599	3	3	3	3	3	2
Income >50% but <80% of AMI	461	2	3	2	2	3	2
Elderly	240	3	3	3	2	3	2
Families with Disabilities	N/A	3	3	3	2	3	2
Race/Ethnicity Black	121	3	3	3	2	3	2
Race/Ethnicity Hispanic	1478	3	3	3	2	3	2

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- \_\_\_\_\_ Consolidated Plan of the Jurisdiction/s  
Indicate year: \_\_\_\_\_
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- \_\_\_\_\_ American Housing Survey data  
Indicate year: \_\_\_\_\_
- \_\_\_\_\_ Other housing market study  
Indicate year: \_\_\_\_\_
- \_\_\_\_\_ Other sources: (list and indicate year of information)

**A. 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 of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs  
of Families on  
the Waiting  
List

Waiting list  
type: (select  
one)

\_\_\_\_\_ Section  
8  
tenant-  
based  
assista  
nce

\_\_\_\_\_ Public  
Housin  
g

Combined  
Section 8 and  
Public Housing

\_\_\_\_\_ Public  
Housing Site-  
Based or sub-  
jurisdictional  
waiting list  
(optional)

If used,

identif y which develo pment/ subjuri sdictio n:	# of families	% of total families	Annual Turnover
Waiting list total	65		1
Extremely low income <=30% AMI	62	95%	
Very low income (>30% but <=50% AMI)	3	5%	
Low income (>50% but <80% AMI)	0	0	
Families with children	40	62%	
Elderly families	9	14%	
Families with Disabilities	16	25%	
Race/ethnicity Black	2	3%	
Race/ethnicity Hispanic	28	43%	
Race/ethnicity Other	2	3%	
Race/ethnicity White	33	51%	

Characteristics by  
Bedroom Size  
(Public Housing  
Only)

1BR	24
2 BR	18
3 BR	22
4 BR	1
5 BR	0
5+ BR	0

Is the waiting list  
closed (select  
one)? No Yes  
If yes:

**B.**

How long  
has it been  
closed (# of  
months)?

Does the  
PHA  
expect to  
reopen  
the list in  
the PHA  
Plan  
year?  
No Yes

Does the  
PHA  
permit  
specific  
categories  
of  
families  
onto the  
waiting

list, even  
if  
generally  
closed?  
No Yes

### C. Strategy for Addressing Needs

(1) Strategies  
**Need: Shortage of affordable housing for all eligible populations**

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

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

Select all that apply

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

**The items selected are currently being implemented. The Housing Authority will maintain these strategies as they are effective.**

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

Select all that apply

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



- of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

**The Housing Authority intends to explore other housing resources within the next year.**

**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)

**The Housing Authority has adopted policies to support and encourage work among families in this category. Further, the Authority will continue to implement and adjust these as necessary.**

**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)

**The Housing Authority has adopted policies to support and encourage work among families in this category. Further, the Authority will continue to implement and adjust these as necessary.**

**B. 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)

**Currently, available assistance is adequate; therefore, the Authority will monitor for any changes that necessitate revision.**

**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)

**The Housing Authority will continue to modify units as necessary for Section 504 accommodations. Further, should special-purpose voucher become available the Authority intends to apply.**

**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)

**The Housing Authority does not have and does not anticipate any problems concerning disproportionate housing needs among ethnicities and races.**

**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 903.79(b)]

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

### Financial Resources:

#### Planned Sources and Uses

Sources	Planned \$	Planned Uses
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$93,000	
b) Public Housing Capital	\$200,000	

Fund

- c) HOPE VI Revitalization
- d) HOPE VI Demolition
- e) Annual Contributions for Section 8 Tenant-Based Assistance \$470,000
- f) Public Housing Drug Elimination Program (including any Technical Assistance funds)
- g) Resident Opportunity and Self-Sufficiency Grants
- h) Community Development Block Grant
- i) HOME

Other Federal Grants (list below)

**2. Prior Year Federal Grants (unobligated funds only) (list below)**

**3. Public Housing Dwelling Rental Income** \$115,000

PHA Operations

**4. Other income** (list below)

Section 8 Administrative Fees      \$78,000

Section 8 Operations

Interest, Fees, Commissions      \$7,600

PHA Operations

**4. Non-federal sources** (list below)

**Total resources**                      \$963,600

### **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 subcomp 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)

**X** 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)?

**X** Criminal or Drug-related activity

**X** Rental history

**X** Housekeeping

**X** Other (describe) **Credit Check.**

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

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

e. **X** 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)

**X** Community-wide list

\_\_\_ Sub-jurisdictional lists

\_\_\_ Site-based waiting lists

\_\_\_ Other (describe)

b. Where may interested persons apply for admission to public housing?

**X** PHA main administrative office

\_\_\_ PHA development site management office

\_\_\_ Other (list below)

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

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

a. 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**)

1. 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)

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



1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 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)
- 2 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)

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

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

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

Adoption of site-based waiting lists

If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and developments targeted below)

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

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

Additional affirmative marketing

- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below) **Marketing for higher income group; Flat Rents**

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

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

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

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

## B. Section 8

### (1) Eligibility

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

- 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) **Disqualification from the program.**

**(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)

**(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: **Based on availability.**

**(4) Admissions Preferences**

- a. Income targeting

Yes \_\_\_\_ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area

income?

b. Preferences

- 1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
- 2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

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

1 Date and Time

Former Federal preferences

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

- Homelessness
- High rent burden

Other preferences (select all that apply)

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

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)

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

- Through published notices
- Other (list below)

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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, appropriate spaces below.

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

X2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

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

a. 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  X  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.)

- X  The section 8 rent reasonableness study of comparable housing  
 X  Survey of rents listed in local newspaper  
 X  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 PHAs that administer the tenant-based section 8 assistance program (vouchers, and until completely merged in 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  
 X  100% of FMR  
\_\_\_ Above 100% but at or below 110% of FMR  
\_\_\_ Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- \_\_\_ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area  
\_\_\_ The PHA has chosen to serve additional families by lowering the payment standard  
\_\_\_ Reflects market or submarket  
\_\_\_ Other (list below)
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
- \_\_\_ FMRs are not adequate to ensure success among assisted families in the PHA's

- segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

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

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA**

#### **Management Structure**

(select one)

Describe the PHA's management structure and organization.

\_\_\_\_\_ An organization chart showing the PHA's management structure and organization is attached.

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

### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA do 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**

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

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

(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 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**

Select one:

The Capital Fund Program Annual

Statement is provided as an attachment to the PHA Plan at Attachment (state name)  
Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify the 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 option, by completing and attaching a properly updated HUD-52837.

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)

**Component 7  
Capital Fund  
Program Annual Statement  
Parts I, II, and II**

**PHA Plan  
Table Library**

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State  
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**Capit  
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Fund  
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Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	10,000
3	1408 Management Improvements	42,000
4	1410 Administration	10,000
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	14,000
8	1440 Site Acquisition	
9	1450 Site Improvement	24,000
10	1460 Dwelling Structures	453,736
11	1465.1 Dwelling Equipment-Nonexpendable	7,950
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	

14	1485	Demolition	
15	1490	Replacement Reserve	
16	1492	Moving to Work Demonstration	
17	1495.1	Relocation Costs	
18	1498	Mod Used for Development	
19	1502	Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>		561,686
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Compliance		
23	Amount of line 20 Related to Security		
24	Amount of line 20 Related to Energy Conservation Measures		165,900

**Annual Statement**

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

Development Number/Name	General Description of Major Work Categories	Development Account	Total Estimate
----------------------------	---	------------------------	-------------------

HA-Wide Activities		Number	d Cost
HA Wide	Training, Software, Policy Development	1408	42,000
HA Wide	CIAP Administrator, Administration	1410	10,000
HA Wide	A/E Fees, Inspection	1430	14,000
HA Wide	Operations	1406	10,000
TX313-001	Install Concrete Entry Ramps	1460	19,000
TX313-001	Replace Floor Tile	1460	1,710
TX313-001	Replace Bath Lavatories	1460	1,500
TX313-001	Replace interior light fixtures	1460	6,110
TX313-001	Install central heat and air	1460	102,600
TX313-001	Replace Rusted Range Hoods	1465	5,700
TX313-001	Replace water closets and supply lines	1460	1,800
TX313-001	Termite Treatment	1460	19,000
TX313-001	Site Improvements	Site Improvement	1450

7,500

Termite  
treatment  
1460  
19,000TX  
313-002

Site  
Improvements  
TX313-  
002TX313-  
002Termite  
treatment  
1460  
19,000TX  
313-002

Site  
Improvements

TX313-002	Install Insulated Windows	1460	165,900
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Site  
Improvements  
TX313-  
002TX313-  
002 Termite  
treatment  
1460  
19,000TX  
313-002

Site  
Improvements

TX313-002	Replace Interior Light Fixtures	1460	12,416
TX313-002	Install Attic Fans	1460	3,150
TX313-002	Replace Kitchen Cabinets	1460	28,800

TX313-002	Replace Bath Tubs/Surrounds	1460	8,000
TX313-002	Replace Bath Lavatories	1460	2,500
TX313-002	Replace Original Water Closets/Lines	1460	3,000
TX313-002	Replace Range Hoods	1465	2,250
TX313-002	Repair Playground/Fencing	1450	9,000
TX313-002	Paint Complete Interior	1460	59,250
TX313-002	Site Improvements	1450	7,500
TX313-002	Termite Treatment	1460	19,000



**Annual Statement**

**Capital Fund  
Program (CFP)  
Part III:  
Implementation  
Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
HA Wide	December 2000	March 2001
TX 313 001	September 2001	September 2002
TX 313 002	September 2001	September 2002

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

a. \_\_\_\_ Yes  X  No: 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.  
s 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-

  X   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)

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

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

#### Optional 5-Year Action Plan Tables

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
TX 313	Agency Wide	N/A	N/A

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Purchase Maintenance Vehicle W/Lift	19,700	FYE 2001-2004
Purchase Copy Machine	8,000	FYE 2001-2004
Purchase Various Office Equipment	6,000	FYE 2001-2004
Purchase Maintenance Tools	9,000	FYE 2001-2004
Administration Costs	40,000	FYE 2001-2004
Operations	40,000	FYE 2001-2004
A/E Fees & Inspections	55,720	FYE 2001-2004
Administrative Office Renovation	10,000	FYE 2001-
Signs @ Main Office	4,000	2004      FYE

2001-2004

**Total estimated cost over next 5 years** 192,420

**Optional 5-Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
TX 313 001	Elderly	N/A	N/A

<b>Description of Needed Physical Improvements or Management Improvements</b>	<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
---	-----------------------	--

Replace Clothesline Wire & Poles	3,600	FYE 2001-2004
Purchase Refrigerators	4,050	FYE 2001-2004
Replace Windows W/ Insulated Type	79,800	FYE 2001-2004
Install Window Shades/Blinds	2,736	FYE 2001-2004
Replace Gas Ranges W/Electronic Ignition	15,200	FYE 2001-2004
Add 120V Electric Outlets	5,700	FYE 2001-2004
Insulate Water Heaters W/Blanket Insulation	2,850	FYE 2001-2004
Add R27 Blown Insulation	5,700	FYE 2001-2004

**Total estimated cost over next 5 years** 119,636

**Optional 5-Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
---------------------------	--	--------------------------------	---------------------------------------

TX 313 002	Family	N/A	N/A
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<b>Description of Needed Physical Improvements or Management Improvements</b>	<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
---	-----------------------	--

Replace Damaged, Cracked, Missing Floor Tile	4,500	FYE 2001-2004
Purchase Refrigerators	4,050	FYE 2001-2004
Purchase Hot Water Heaters	14,220	FYE 2001-2004
Install Double Closet Doors	112,000	FYE 2001-2004
Install Exhaust Fans In Bathrooms	10,000	FYE 2001-2004
Paint All Exterior	48,000	FYE 2001-2004
Install Window Shades/Blinds	5,688	FYE 2001-2004
Replace Gas Ranges W/Electronic Ignition	30,000	FYE 2001-2004
Add 120V Electric Outlets	11,250	FYE 2001-2004
Insulate Water Heaters W/Blanket Insulation	5,925	FYE 2001-2004
Add R27 Blown Insulation	13,630	FYE 2001-2004

<b>Total estimated cost over next 5 years</b>	<b>259,263</b>	
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**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 applicable HOPE VI and/or public housing development or replacement activities not described in the Capital 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:
- 2. Development (project) number:
- 3. Status of grant: (select the statement that best describes the current status)

- \_\_\_ Revitalization Plan under development
- \_\_\_ Revitalization Plan submitted, pending approval
- \_\_\_ Revitalization Plan approved
- \_\_\_ Activities pursuant to an approved Revitalization Plan underway

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

If yes, list development name/s below:

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:

Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

Yes  No: Has the PHA provided the activities description information in the optional Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

### **Demolition/Disposition Activity Description**

1a. Development name:

1b. Development (project) number:

2. Activity type:  Demolition  
 Disposition

3. Application status (select one)

Approved

Submitted, pending approval

\_\_\_ Planned application

4. Date application approved, submitted, or planned for submission: (DD/MM/YY)

5. Number of units affected:  
Coverage of action (select one)  
\_\_\_ Part of the development  
\_\_\_ Total development

7. Timeline for activity:  
a. Actual or projected start date of activity:  
b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description  
\_\_\_ Yes \_\_\_ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing

Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

**Designation of Public Housing Activity Description**

1a. Development name:

1b. Development (project) number:

2. Designation type:

Occupancy by only the elderly

Occupancy by families with disabilities

Occupancy by only elderly families and families with disabilities

3. Application status (select one)

Approved; included in the PHA’s Designation Plan

Submitted, pending approval

Planned application

4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)

5. If approved, will this designation constitute a (select one)

New Designation Plan  
 Revision of a previously-approved Designation Plan?

1. Number of units affected:  
7. Coverage of action (select one)  
 Part of the development  
 Total development

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

[24 CFR Part 903.79(j)]

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

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

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

2. Activity Description

Yes  No: Has the PHA provided all required activity description



information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

**Conversion of Public Housing Activity Description**

1a. Development name:

1b. Development (project) number:

2. What is the status of the required assessment?

Assessment underway

Assessment results submitted to HUD

Assessment results approved by HUD (if marked, proceed to next question)

Other (explain below)

3.  Yes  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)

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

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

- Units addressed in a pending or approved demolition application (date submitted or approved:
  
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )
  
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )
  
- Requirements no longer applicable: vacancy rates are less than 10 percent

- \_\_\_ Requirements no longer applicable:  
   site now has less than 300  
   units
- \_\_\_ Other: (describe below)

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

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

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

2. Activity Description

- \_\_\_ Yes \_\_\_ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

**Public Housing Homeownership Activity  
Description  
(Complete one for each development  
affected)**

1a. Development name:

1b. Development (project) number:

2. Federal Program authority:

HOPE I

5(h)

Turnkey III

Section 32 of the USHA of 1937  
(effective 10/1/99)

3. Application status: (select one)

Approved; included in the PHA's  
Homeownership Plan/Program

Submitted, pending approval

Planned application

4. Date Homeownership Plan/Program  
approved, submitted, or planned for  
submission: (DD/MM/YYYY)

5. Number of units affected:

6. Coverage of action: (select one)

Part of the development

Total development

**B. Section 8 Tenant Based Assistance**

1. \_\_\_ Yes **X** 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 903.79 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete 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 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. )

**Services and Programs**

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

**Family Self  
Sufficiency (FSS)  
Participation**

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 U.S. Housing Act of 1937**

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

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
  - \_\_\_\_\_ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
  - \_\_\_\_\_ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
  - \_\_\_\_\_ Residents fearful for their safety and/or the safety of their children
  - \_\_\_\_\_ Observed lower-level crime, vandalism and/or graffiti
  - \_\_\_\_\_ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
  - \_\_\_\_\_ Other (describe below)
  
2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).
  - \_\_\_\_\_ Safety and security survey of residents
  - \_\_\_\_\_ Analysis of crime statistics over time for crimes committed "in and around" public housing authority

- \_\_\_\_\_ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- \_\_\_\_\_ Resident reports
- \_\_\_\_\_ PHA employee reports
- \_\_\_\_\_ Police reports
- \_\_\_\_\_ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- \_\_\_\_\_ Other (describe below)

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

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

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

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

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

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

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

- \_\_\_\_\_ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- \_\_\_\_\_ Police provide crime data to housing authority staff for analysis and action
- \_\_\_\_\_ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- \_\_\_\_\_ Police regularly testify in and otherwise support eviction cases
- \_\_\_\_\_ Police regularly meet with the PHA management and residents

\_\_\_\_ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services  
Other activities (list below)

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

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

\_\_\_\_ Yes \_\_\_\_ No: PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

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

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

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

[24 CFR Part 903.79  
(n)]

**14. RESERVED FOR PET POLICY**

Inactive Until Final Ruling

## 15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

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## **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)?

**The latest available audit if for the fiscal year ended March 31, 1998. Five findings were noted as follows:**

**The PHA's accounting staff was deemed inadequate. A fee accountant was hired in January 1998; however, some discrepancies still exist.**

**The PHA does not have a record of debt service information. The PHA requested the information from HUD, but has not received the information. This will be a mute point with the introduction of GAAP. All debt service will be cleared.**

**The PHA exceeded the budgeted administrative expenses.**

**PHMAP documentation was either unavailable or not adequate to support the answers.**

**While a physical inventory was taken, costing and general ledger recording was**

not executed.

**The Housing Authority believes it has satisfactorily cleared these findings.**

## **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?

**The Housing Authority does not have an organized resident board; however, a resident meeting was held on Friday, November 12, 1999. Fifteen residents attended.**

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
\_\_\_ Attached at Attachment (File name)  
X Provided below:

**The following needs were expressed:**

**Central air conditioning**

**Improved yard maintenance**

**Pet regulation**

**Additional lighting, Increased police patrols & Security fencing**

**Plumbing**

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:  
X Other: (list below)

**As noted, the Housing Authority is not currently listed as a Drug Elimination Participant; however, plans are to pursue additional funding for security measures. The central air conditioning is addressed in the Capital Fund Component as well as the plumbing issues.**

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

1. \_\_\_ Yes  X  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  X  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 necessary).

1. Consolidated Plan jurisdiction: **State of Texas**

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.