

Pinellas County (Fla.) Housing Authority Plans

5-Year Plan for Fiscal Years 2000 - 2004

AND

ANNUAL PLAN FOR FISCAL YEAR 2001

FINAL SUBMISSION

**approved by Pinellas County Housing Authority
Board of Commissioners
on October 25, 2000**

**PHA Plan
Agency Identification**

PHA Name: Pinellas County Housing Authority

PHA Number: FL062

PHA Fiscal Year Beginning: 01/2001

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)

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5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]
(as amended 10/2000)

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 not only to provide safe, decent, sanitary and affordable housing for families in need but also to develop new horizons which promote greater economic opportunities through assisting participants in self-sufficiency; enhancing housing options; fostering healthy and vibrant neighborhoods; promoting employment opportunities for clients and staff; furthering the aims of fair housing; and developing successful partnerships with federal and local community organizations.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (Partnership with private landlords to increase housing options)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) 90%
 - Improve voucher management: (SEMAP score) 90%
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions (e.g., public housing finance; voucher unit inspections): Implement PHAS

- Renovate or modernize public housing units: 250
- Demolish or dispose of obsolete public housing: 100
- Provide replacement public housing: 100 Adult Living Facility
- Provide replacement vouchers:
- Other: Privatize Housing Quality/Universal Performance Standard inspections

- PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards (Ongoing)
- Implement voucher homeownership program: 10 per year
- Implement public housing or other homeownership programs: 1
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

- PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: Carry out revised ACOP
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements: Expand Community Policing
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families: Annual increase of 1% of all households
- Provide or attract supportive services to improve assistance recipients' employability: Implement public housing Family Self Sufficiency Program

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

- 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: Follow VCA mandates
 - Other: (list below)

Other PCHA Goals and Objectives:

- Expand staff training and empowerment to enhance PCHA-wide levels of professionalism.
- Move Central Administrative Offices to larger, more centralized location to provide better overall performance and create “one-stop” support service capabilities.
- Begin annually devoting \$25/unit at each public housing development to encourage and support activities that will enhance resident participation in their respective housing communities. This is subject to HUD approval of annual Performance Funding System component within annual Operating Budget submissions.

Pinellas County Housing Authority (PCHA) Fiscal Year 2001 Annual Plan

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PCHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PCHA Plan [24 CFR Part 903.7 9 (r)]

A brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PCHA has included in the Annual Plan.

The PCHA's fiscal/calendar year 2001 will be an exciting one inasmuch as the agency will have moved into its new central offices and continues its push to revitalize its public housing developments; further develop its Public Housing Family Self-Sufficiency program; continue its efforts to expand affordable housing and home ownership opportunities within the community; and pursue the demolition and conversion of all Heatherwood public housing units into adult living facilities. This will be the kickoff year for implementation of revisions to the existing pet policy and federally-mandated community service requirements.

iii. Annual Plan Table of Contents [24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration (Attachment A/A-1)
- FY 2001 Capital Fund Program Annual Statement (**Included in Text**)
- 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 (Attachment B)
- FY 2001-2005 Capital Fund Program 5 Year Action Plan (Attachment H)
- Public Housing Drug Elimination Program (PHDEP) Plan (Attachments D-1/D-2)
- Comments of Resident Advisory Board or Boards (Attachment C)
- Criteria to Determine What Constitutes Significant Plan Change (Attachment E)
- Summary of Community Service Requirements Policy (Attachment F)
- Summary of Pet Policy (Attachment G)
- List of Members of Resident Advisory Group (Attachment I)

Summary of Progress on Fiscal Year 2000 Annual Plan (Attachment J)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	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
X	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
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	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
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	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
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant years	Annual Plan: Capital Needs Programs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	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: 2001-2005
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	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
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

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	Afford-ability	Supply	Quality	Access-ability	Size	Loca-tion
Income <= 30% of AMI	7,082	5	5	3	2	5	5

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Loca-tion
Income >30% but <=50% of AMI	7,909	5	4	3	2	4	4
Income >50% but <80% of AMI	12,124	5	4	4	2	4	3
Elderly	N/A	5	4	3	4	2	3
Families with Disabilities	N/A	5	4	3	2	3	5
Caucasian	N/A	4	4	3	2	3	5
Afro-American	N/A	4	4	3	2	3	5
Hispanic	N/A	5	4	3	2	3	5

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: 2000
- 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)

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 SECTION 8 Waiting List*
(reflects current processing of 8/8/00, 8/15/00, 9/12/00 and 9/19/00
applicants for Waiting List as of 10/6/00)*

Housing Needs of Families on the SECTION 8 Waiting List*
 (reflects current processing of 8/8/00, 8/15/00, 9/12/00 and 9/19/00
 applicants for Waiting List as of 10/6/00)*

Waiting list type: (select one)

- Section 8 tenant-based assistance**
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	828*	-----	180 (7.5%)
Extremely low income <=30% AMI	613	74%	
Very low income (>30% but <=50% AMI)	194	23.4%	
Low income (>50% but <80% AMI)	21	2.6%	
Families with children	548	66.2%	
Elderly families	120	14.5%	
Families with Disabilities	156	18.8%	
Race (White)	350	48.3%	
Race (Afro-American)	390	47.1%	
Race (Native American/Other)	11	1.8%	
Race (Asian)	8	1%	
Unknown (Applicant did not disclose)	69	8.3%	
Ethnicity (Non-Hispanic)	745	90.1%	
Ethnicity (Hispanic)	83	9.4%	

Is the waiting list closed (select one)? No Yes*

If yes:

How long has it been closed (# of months)? 1*

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

Housing Needs of Families on the PUBLIC HOUSING Waiting List

Housing Needs of Families on the PUBLIC HOUSING Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	1,648	-----	144
Extremely low income <=30% AMI	1,244	75.5%	
Very low income (>30% but <=50% AMI)	351	21.3%	
Low income (>50% but <80% AMI)	53	3.2%	
Families with children	1,136	68.9%	
Elderly families	118	7.2%	
Families with Disabilities	168	10.2%	
Other	226	13.7%	
Race (White)	732	44.4%	
Race (Afro-American)	786	47.7%	
Race/ (Native American/Other)	28	1.7%	
Unknown (Applicant did not disclose)	102	6.2%	
Ethnicity (Non-Hispanic)	1459	88.5%	
Ethnicity (Hispanic)	189	11.5%	
1BR	482	29.2%	106 (73.6%)
2 BR	784	47.6%	27 (18.8%)
3 BR	323	19.7%	11(7.6%)
4 BR	54	3.3%	0
5+ BR	5	.3%	0

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

If yes:

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

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

While the PCHA cannot substantiate a significant housing shortage at the time that this document was prepared and published, it will focus on assisting clients in both Section 8 and public housing programs in maximizing their housing options.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: Explore potential for Adult Living Facility

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

Other: (list below)

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
 Market the section 8 program to owners outside of areas of poverty /minority concentrations
 Other: Conduct Fair Housing and Mobility Counseling Program

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 strategies it will pursue:

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes

that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	\$1,233,316	
b) Public Housing Capital Fund	\$979,900	
c) HOPE VI Revitalization	00	
d) HOPE VI Demolition	00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,584,270	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	136,300	
g) Resident Opportunity and Self-Sufficiency Grants	00	
h) Community Development Block Grant	00	N/A
i) HOME	00	N/A
Other Federal Grants (list below)	00	N/A
2. Prior Year Federal Grants (unobligated funds only)		
Comprehensive Grant (FFY 1999)	795,000	Budgeted items from Annual Statements
Capital Fund Program (FFY 2000)	1,052,382	
3. Public Housing Dwelling Rental Income	\$1,080,972	Normal Operating Expenses
4. Other income (list below)	00	
5. Non-federal sources (list below)	00	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Total resources	10,862,140	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: When a family reaches the 10th place on the list and there is an available unit

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other: Credit Report

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

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

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

(2) Waiting List Organization

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

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists

Other (describe)

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

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

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: Documented extenuating circumstances

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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.

3 Date and Time

Former Federal preferences:

- 1** Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
 - Victims of domestic violence
 - Substandard housing
- 1** Homelessness (those residing in a homeless shelter at the time of certification of housing)
 - High rent burden

Other preferences (select all that apply)

- 2** 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
- 2** 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)
- 2** 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
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

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

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

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: Upward mobility preference for working families on PCHA-wide basis was included in recently-adopted ACOP.
- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

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

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

(1) Eligibility

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

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

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

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

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

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

- Criminal or drug-related activity (if known by PCHA)
- Other (past tenancy information)

(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: Limited extensions granted on individual basis for disability accommodations and extenuating circumstances

(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.

Date and Time

Former Federal preferences

- 1** Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
- 1** Homelessness (those residing in a homeless shelter at the time of certification of housing)
High rent burden

Other preferences (select all that apply)

- 2** 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
- 2** 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)
- 2** Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 1** Other preference(s): Those public housing residents affected by 12/30/97 Voluntary Compliance Agreement between HUD and PCHA

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: (HOPWA, VASH and other inter-agency agreements)

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

- Through published notices
- Other: (networking with other agencies)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

Extenuating hardships addressed in Admissions and Continued Occupancy Policy

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

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

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: Not Applicable

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 (mark all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th 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 re-examinations, how often must tenants report changes in income or family composition to the PHA such that the changes result in a rent adjustment? (mark 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: (Once a year at rental examination due to changes in family income and/or composition or HUD-approved allowances.

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning 2001	Expected Turnover
Public Housing	495	95
Sect. 8 Vouchers/Certificates	2,604	720
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers:		
HOPWA	50	10
Family Unification	28	2
VASH	18	2
Public Housing Drug Elimination Program (PHDEP)	327	70

C. Management and Maintenance Policies

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

- (1) Public Housing Maintenance and Management:

- a. Admissions and Continued Occupancy Policy
- b. Tenant Selection and Admissions Policy
- c. PCHA Policy/Rules Manual
- d. Maintenance Policy & Procedures (Includes Pest Control measures)
- e. Site Manager's Complete Guide to Assisted Housing
- f. Fair Housing and Equal Opportunity Plan
- g. Code of Federal Regulations and other HUD-required documents

(2) Section 8 Management:

- a. Administrative Plan
- b. Fair Housing and Equal Opportunity Plan
- b. Code of Federal Regulations and other HUD-required documents

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

- The Capital Fund Program Annual Statement is provided below:

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

**Annual Statement
Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number: F14P06250XXX FFY of Grant Approval: (2001)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	\$124,000
4	1410 Administration	\$47,000
5	1411 Audit	

6	1415	Liquidated Damages	
7	1430	Fees and Costs (and relocation)	\$61,000
8	1440	Site Acquisition	
9	1450	Site Improvement	\$ 72,452
10	1460	Dwelling Structures	\$525,478
11	1465.1	Dwelling Equipment-Nonexpendable	13,000
12	1470	Nondwelling Structures(structures and equipment)	\$112,000
13	1475	Nondwelling Equipment	\$25,000
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	Amount of Annual Grant (Sum of lines 2-19)		\$979,930
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		

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PCHA-Wide	Community Policing at French Villas	1408	\$52,000
	Capital Fund Coordinators Salary	1408	\$32,000
	Capital Fund Coordinators Ass't. Salary	1408	\$15,000
	Resident Job Training	1408	\$15,000
	Computer Software/Training	1408	\$10,000

	Capital Fund Coordinator	1410	\$32,000
	Benefits		
	Capital Fund Coord. Ass't	1410	\$15,000
	Benefits		
	Architectural / Engineering Fees	1430	\$61,000
	Computer Hardware	1475	\$25,000
Heatherwood (FL62-01)	Replace Floor Tile	1460	\$90,000
	Replace Gas Furnaces	1460	\$20,000
	Replace Ranges	1465.1	\$4000
Rainbow Village (FL62-02)	New Egress Windows	1460	\$100,000
	Replace Screen Doors	1460	\$45,000
	Satellite Laundry	1470	\$112,000
	Refrigerators and Ranges	1465	\$9,000
	Replace Medicine Cabinets and Lighting	1460	\$90,000
Lakeside Terrace (FL 62-04)		1460	\$25,000
	Replace A/C	1460	\$100,000
	Replace Dwelling Unit Wiring		
French Villas (FL62-09)		1460	\$15,000
	Interior Light Fixtures	1460	\$25,000
	Exterior Building Lighting	1460	\$15,478
	Replace Closet Doors	1450	\$72,452
	Replace Domestic Water Lines		

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)
PCHA-Wide	ALL FUNDS WILL BE	ALL FUNDS WILL BE

Heatherwood (FL62-01) Rainbow Village (FL62-02) Lakeside Terrace (FL62-04) French Villas (FL62-09)	OBLIGATED WITHIN 18 MONTHS OF DATE OF ADDENDUM TO ANNUAL CONTRIBUTIONS CONTRACT BY U. S. DEPT OF HUD	SPENT WITHIN 36 MONTHS OF DATE OF ADDENDUM TO ANNUAL CONTRIBUTIONS CONTRACT BY U.S. DEPT. OF HUD
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(2) Optional 5-Year Action Plan

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

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

* NOTE: Will be incorporated into 2001 Annual Plan

- 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 (Attachment H)

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

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

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

1. Development name:

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: Heatherwood	
1b. Development (project) number: FL062001	
2. Activity type: Demolition	<input checked="" type="checkbox"/>
Disposition	<input type="checkbox"/>

<p>3. Application status (select one)</p> <p>Approved <input type="checkbox"/></p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input checked="" type="checkbox"/></p>
<p>4. Date application approved, submitted, or planned for submission: (10/31/01)</p>
<p>5. Number of units affected: 100</p>
<p>6. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>
<p>7. Timeline for activity:</p> <p>a. Actual or projected start date of activity: 12/31/03</p> <p>b. Projected end date of activity: 12/31/05</p>

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
<p>1a. Development name: Heatherwood</p> <p>1b. Development (project) number: FL062001</p>

<p>2. Designation type:</p> <p>Occupancy by only the elderly <input checked="" type="checkbox"/></p> <p>Occupancy by families with disabilities <input type="checkbox"/></p> <p>Occupancy by only elderly families and families with disabilities <input type="checkbox"/></p>
<p>3. Application status (select one)</p> <p>Approved; included in the PHA's Designation Plan <input type="checkbox"/></p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input checked="" type="checkbox"/></p>
<p>4. Date this designation approved, submitted, or planned for submission: <u>(10/31/01)</u></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input checked="" type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 100</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
--

1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA 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)
Neighborhood Senior Services (congregate dining at Heatherwood/Lakeside Terrace)	100	needs based	development office	both
Head Start at French Villas and Rainbow Village	40	needs based	development office	both
YMCA youth programs and after school care at Rainbow Village and youth program at French Villas	75	needs based	development office	both
Family Service Center (healthcare services at all complexes)	150	needs based	Development office	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: 10/1/00)
Public Housing	50	0
Section 8	218	85

- 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. Community Service Requirement (pursuant to section 12(c) of the U.S. Housing Act of 1937)

A summary of this requirement is included at Attachment F. Complete document is available for public review at Central Administrative Offices.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

3. Which developments are most affected? Rainbow Village and French Villas

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:

- 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? Rainbow Village and French Villas

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? French Villas, Rainbow Village, Lakeside Terrace and Heatherwood

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

PHAs eligible for FY 2001 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 2001 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: D)

14. PET POLICY

[24 CFR Part 903.7 9 (n)]

A summary of Pet Policy is included at Attachment G. Complete document is available for public review at Central Administrative Offices.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

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 903.79 (r)]

A. Resident Advisory Board Recommendations

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

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

- Attached at Attachment C
- Provided below:

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

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

Other: (list below):

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: Pinellas County (Fla.)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

D. Other Information Required by HUD

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

Attachments

Use this section to provide any additional attachments referenced in the Plans.

ATTACHMENT A

Admissions Policy for Deconcentration

RESOLUTION NO. PH-99-485

WHEREAS, the new Quality Housing and Work Responsibility Act (QHWRA) of 1998 requires a LHA to submit an admissions policy with a de-concentration reduction strategy designed to provide for de-concentration of poverty and income mixing by bringing higher income tenants into lower-income projects and visa versa.

WHEREAS, the QHWRA states that this de-concentration strategy should not be construed to impose or require any specific income or racial quotas for any project or projects.

WHEREAS, the QHWRA requires that at least 40% of the PCHA's dwelling units be made available in a given fiscal year to families whose incomes do not exceed 30% of the AMI.

WHEREAS, the targeting requirements apply to new admissions only.

WHEREAS, QHWRA states that the PCHA may offer "incentives" to encourage eligible higher income families to occupy dwelling units in development predominantly occupied by eligible very low income families and visa versa.

WHEREAS, the QHWRA requirements for income targeting also applies to the Section 8 program.

NOW, THEREFORE, be it resolved that the Board of Commissioners of the Pinellas County Housing Authority here formally directs the Pinellas County Housing Authority administration to implement the above and attached strategies.

ATTACHMENT A-1

SPECIFIC DE-CONCENTRATION STRATEGIES

The Pinellas County Housing Authority in its effort to insure that no concentration of very-low income families will be allocated to any particular development under its operation, has created this strategy to guarantee all applicants their rightful enjoyment of all our developments.

The PCHA will formulate its de-concentration efforts from the recent regulatory requirements which dictate the distribution of “mixed income communities”.

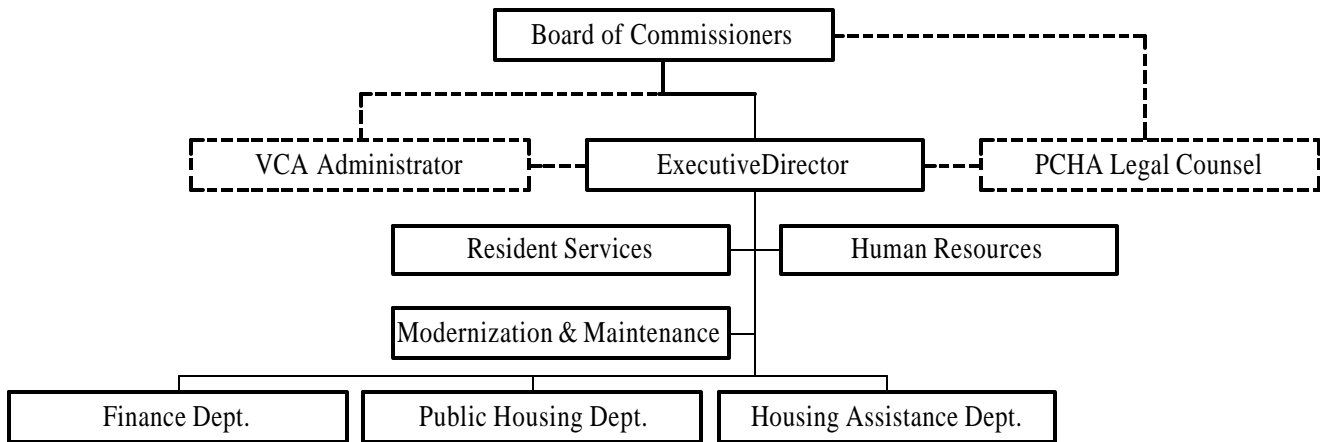
The PCHA will reserve 40% of all its available units to families whose total annual income falls within the parameters of the very-low income ranges as established by HUD (30% of Area Median Income).

To further insure the equal de-concentration of very-low income families, the PCHA will assure its efforts as follows:

<u>Applicant Income Range</u>	<u>Unit Percentile</u>
0 to 15% of very –low income	20% of all developments
16 to 30% of very-low income	20% of all developments

ATTACHMENT B

Pinellas County Housing Authority Organizational Chart



Department	FY 99 Actual	FY 00 Budgeted	Current Allocation
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			Owned - Rental	Section 8	MOD	Other
Executive	3	3	17.96%	68%		17.96%
Public Housing	44	48	56.92%			43.08%
Finance	6	7	17.96%	64.08		17.96%
Section 8 (Leased Housing)	19	17		100%		
Construction/Modernization	1	1			100%	
HUD Compliance Agreement (VCA)	2	2	17.96%	64.08		17.96%
Totals:	75	78				

ATTACHMENT C

Summary of Resident Advisory/Group (RAB) Comments and PCHA Responses (Fiscal Year 2001 Submission)

BACKGROUND

The Fiscal Year 2001 Resident Advisory Board/Group (RAB) consisted of one resident from each PCHA public housing development and one from the complexes that the PCHA manages on behalf of non-profit Palm Lake Village Housing Corporation, with a high concentration of Section 8 residents, and one at-large Section 8 participant. The PCHA received several constructive, supportive comments during the Advisory RAB meetings. However, no comments triggered revisions to the current year submission or the agency's 5-Year Plan. RAB comments and PCHA responses are summarized below by category:

GENERAL COMMENTS

RAB: The RAB recognized the importance of housing assistance in their lives and appreciated the opportunity to participate in a process that could result in better performance by the PCHA and more involvement in the lives of its residents and clients. Some members expressed an interest in better understanding how the PCHA received its funding and encouraged the PCHA to identify more revenue sources to further improve its developments and services. They also sounded concerned about how some residents may struggle to pay their existing rents.

PCHA: The PCHA appreciates the advisor's input and takes their comments seriously. We remain committed to carrying out our Mission with diligence. We will continue to explore ways to better inform all program participants about how we do business.

PET POLICY

RAB: The RAB generally supports allowing pets in public housing complexes. However, there was some concern about the size/kind of pets and the amount of the pet deposit.

PCHA: The PCHA staff and its RAB of Commissioners have incorporated language that will address resident concerns about the kinds of pets allowed and elected to further consider the cost impact of the proposed policy by revising the deposit structure. This revision is out for a second public comment period amount in

COMMUNITY SERVICE REQUIREMENT

RAB: The RAB was generally supportive of this requirement, but was particularly interested in understanding who would be affected by this requirement. They felt that the community would benefit. They

offered suggestions about how the hours might be met. They further advised the PCHA to be mindful that success hinges upon the participants feeling valuable – “no task is too small.”

PCHA: The PCHA will be conducting informational meetings about the policy. RAB suggestions will be passed on to the staff that will be administering the program.

HOMEOWNERSHIP INITIATIVES

RAB: It supports any PCHA efforts to facilitate homeownership amongst its program participants.

PCHA: The PCHA is working in several directions to develop more affordable housing opportunities and develop a solid homeownership program partnership as well in early 2001. Preliminary contacts within the community have been healthy.

SELF SUFFICIENCY AND ECONOMIC UPLIFT INITIATIVES

RAB: The development of any Family Self-Sufficiency (FSS) program should have education as a centerpiece versus pushing gaining initial employment. Social services need to be expanded at the elderly complexes. Some advisors seemed to agree that the PCHA’s Resident Initiatives Center needs to be more than administrative. They believe that it needs to be a true One-Stop delivery of services. Once housing is assured, childcare becomes the next key issue for working families.

PCHA: The PCHA is dedicated to further developing its recently-opened Resident Initiatives Center, which will include managing a newly-established FSS program for public housing. It is envisioned to focus on “peoplework”, not “paperwork”. While admittedly a major undertaking, the PCHA looks to better meet the needs of all PCHA clients. We will be listening more than ever before to the input from those we serve and our community partners.

COMMUNITY POLICING

RAB: They support Community Policing in their neighborhoods. One advisor, who lives in Pinellas Village was saddened to hear that the PCHA could no longer participate in the Safe Neighborhood Grant (SNG) and that the SNG officer was re-assigned away from her neighborhood at the end of September 2000. The advisor from Heatherwood said that they are working with the Sheriff’s Office to establish a Neighborhood Crime Watch program to supplement PCHA-funded Community Policing.

PCHA: Safety issues within our public housing communities remain a high priority. The PCHA has seen the benefits of community policing and is committed to providing this enhanced presence.

VARIOUS MODERNIZATION ACTIVITIES

PCHA; A pool at every complex would be a very nice amenity and would change the feel of the neighborhood. The prospect of demolishing Heatherwood and replacing those units with an ALF was

considered to be a meaningful, needed project. Parking at two developments needs improvement – more and better would be greatly appreciated. The RAB was interested in learning more about future PCHA modernization plans at upcoming meetings.

PCHA: The PCHA acknowledges the importance of constantly improving the appearance and livability of our public housing. We are very pleased with the work projects undertaken in calendar year 2000 and promise more positive work projects in 2001 and beyond. We will continue to re-prioritize our modernization program and work tirelessly on identified improvements. The prospect of an ALF at Heatherwood makes good sense. We will be exploring ways to bring this about in 2001. We encourage residents to share their ideas with on-site staff.

IMPROVING COMMUNICATIONS WITH RESIDENTS

RAB: The RAB feels improved PCHA-resident/client communications would improve the level and timeliness of service delivery. One advisor noted that maintenance responsiveness to refrigerator and AC repairs could be improved at her development.

PCHA: The PCHA has recently revised its dated Maintenance Policy and Procedures Manual. We expect the timeliness, quality and consistency of necessary repairs to improve.

ATTACHMENT D-1

(as submitted on November 17, 1999 to U. S. Dept. of Housing & Urban Development)

PINELLAS COUNTY HOUSING AUTHORITY PUBLIC HOUSING DRUG ELIMINATION GRANT PROGRAM FIVE-YEAR PLAN FOR FY 1999-2003*

A. OVERVIEW AND BACKGROUND

The Quality Housing and Work Responsibility Act of 1998 (QWHRA) mandated changes in the Public Housing and Drug Elimination Program (PHDEP). The final rule provided for the distribution of PHDEP funds on an allocation basis. The Pinellas County Housing Authority (PCHA) was eligible for these funds and therefore submitted a budget and action plan for the FFY 1999 PHDEP program year to the Miami Office of HUD. This single-year plan was incorporated into the overall PCHA's FFY 2000 Agency Annual Plan. However, PHDEP further requires that all participating agencies develop and submit a comprehensive five-year, program-specific plan to more fully address the needs of the communities serviced by this grant. This 5-Year PHDEP Plan is an amendment to the overall FFY 2000 Agency Plan.

The PCHA has funded a Pinellas County Sheriff's Community Police Deputy at Rainbow Village since 1995 to address drug-related and violent crime within that community. A renewed HUD nationwide commitment to fund such activities through the PHDEP has encouraged the PCHA to maintain the community policing activity at Rainbow Village throughout the 5-year grant coverage period and direct the remaining \$130,000 (\pm) funding towards other issues described in the Intended Activities section that follows.

B. INTENDED ACTIVITIES

After consultation with key residents and the Pinellas County Sheriff's Office, the PCHA has identified the following activities as responsive to resident needs and consistent with the Agency "Plan" objectives of fostering "healthy and vibrant" neighborhoods:

FFY 1999 (Year One)

1. The PHDEP will continue to fund the Community Policing Deputy at Rainbow Village.
2. Install fencing at key perimeter areas to deter unwanted foot traffic. This barrier will serve to supplement enforcement activities with the additional positive result of enhancing community identity.
3. Apply for New-Approach Anti-Drug Program funding to continue existing "Safe Neighborhood Grant" funding of extended community-based law enforcement presence in Greater Ridgecrest Area (which includes Rainbow Village) and Lealman Census Tract Area (which includes French Villas, Lakeside Terrace, Heatherwood and Crystal Lakes Manor).
4. Contract for independent evaluation as prescribed by PHDEP guidelines. Incorporate appropriated changes as necessary in a timely manner.

FFY 2000 (Year Two)

1. The PHDEP will continue to fund the Community Policing Deputy at Rainbow Village.
2. A community is built, or destroyed, one family at a time. The PCHA will commit PHDEP funds to employing two full-time Social Service “Worker/Coordinators” to be community builders. One will be stationed on-site at both Rainbow Village and French Villas. This initiative is envisioned to supplement the worthwhile concept of “community” policing and deal with personal issues within the families at a more in-depth level.

These Worker/Coordinators will identify at-risk families and provide personal, caring support, and referral services, coordinate with Community Police Officers, etc. They will also hand-carry a self-sufficiency outreach to residents to supplement the FSS program that is an integral program area of the PCHA’s evolving Resident Initiatives Center. Resident Associations will participate in defining roles for these workers.

This delivery of supportive services is particularly timely inasmuch as the PCHA is beginning to re-populate its housing complexes since the waiting list reopened in 1999 and is consistent with welfare-to-work reforms.

3. Contract for independent evaluation as prescribed by PHDEP guidelines. Incorporate appropriate program changes as necessary in timely manner.

FFY 2001 (Year Three)

1. The PHDEP will continue to fund the Community Policing Deputy at Rainbow Village.
2. Social Service “Worker/Coordinators” will continue with specified roles and additionally work with Community Police Officers to implement crime/drug/gang-related educational programs for residents and PCHA staff.
3. Contract for independent evaluation as prescribed by PHDEP guidelines. Incorporate appropriate program changes as necessary in timely manner.

FFY 2002 (Year Four)

1. The PHDEP will continue to fund the Community Policing Deputy at Rainbow Village.
2. Social Service “Worker/Coordinators” will continue with specified roles
3. Apply for ongoing funding of New-Approach Anti-Drug Program for extended community-based law enforcement presence in Greater Ridgcrest and Lealman Census Tract Areas.
4. Contract for independent evaluation as prescribed by PHDEP guidelines. Incorporate appropriate changes as necessary in timely manner.

FFY 2003 (Year Five)

1. The PHDEP will continue to fund the Community Policing Deputy at Rainbow Village.

2. Social Service “Worker/Coordinators” will continue with specified roles
3. Contract for independent evaluation as prescribed by PHDEP guidelines.

C. IMPLEMENTATION SCHEDULE

Grant Program Year	Activity	Milestone	Goal	Completion
1999	Confirmation received from HUD of FFY 1999 PHDEP Award -- 1/17/00			
	Install Fence at Rainbow Village	Bid Project		6/30/00
		Award Project		7/30/00
			Install complete	8/30/00
	Continue Funding Commtty Police	Renew Annual Contract	Retain Deputy	11/30/99
	Contract for Independent Evaluation	Bid Project		10/31/00
		Award Project		11/30/00
	Conduct Resident Surveys		Complete Survey	1/31/01
	Implement Program changes		Changes Done	9/1/01
2000	Continue Funding Commtty Police	Renew Annual Contract	Retain Deputy	11/30/00
	Employ Social Services Coordinators		Complete Hire	3/1/01
	Implement Referral Program		Implementation	9/1/01
	Contract for Independent Evaluation	Bid Project		10/31/01
		Award Project		11/30/01
	Conduct Resident Surveys		Complete Survey	1/31/02
	Implement Program changes		Changes Done	9/1/02
2001	Continue Funding Commtty Police	Renew Annual Contract	Retain Deputy	11/30/01
	Contract for Independent Evaluation	Bid Project		10/31/02
		Award Project		11/30/02
	Conduct Resident Surveys		Complete Survey	1/31/03
	Implement Program changes		Changes Done	9/1/03
2002	Continue Funding Commtty Police	Renew Annual Contract	Retain Deputy	11/30/02
	Contract for Independent Evaluation	Bid Project		10/31/03

		Award Project		11/30/03
	Conduct Resident Surveys		Complete Survey	1/31/04
	Implement Program changes		Changes Done	9/01/04
2003	Continue Funding Commtty Police	Renew Annual Contract	Retain Deputy	11/30/03
	Contract for Independent Evaluation	Bid Project		10/31/04
		Award Project		11/30/04
	Conduct Resident Surveys		Complete Survey	1/31/05
	Implement Program changes		Changes Done	9/01/05

ATTACHMENT D-2

Public Housing Drug Elimination Program Plan Pinellas County Housing Authority Fiscal Year 2001 Submission

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

Annual PHDEP Plan Table of Contents:

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

Section 1: General Information/History

- A. Amount of PHDEP Grant \$ 136,300
- B. Eligibility type (Indicate with an "x") N1 X N2 _____ R _____
- C. FFY in which funding is requested 2001
- D. Executive Summary of Annual PHDEP Plan

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

The PCHA will continue its historically-effective Community Policing Program at Rainbow Village. It will employ one social service worker/coordinator at both Rainbow Village and French Villas to identify at-risk families and provide personal, caring support, referral services, coordination with community policy officers, etc. They will continue to hand-carry self-sufficiency outreach to residents that will supplement an FSS program that will be an integral part of the PCHA's evolving Resident Initiatives Center.

E. Target Areas

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

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Rainbow Village	200	360*
French Villas	185	313*
* at 3/1/00		

F. Duration of Program

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

6 Months _____ 12 Months _____ 18 Months _____ 24 Months X Other _____

G. PHDEP Program History

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	0	N/A	----	----	----
FY 1996	0	N/A	----	----	----
FY 1997	0	N/A	----	----	----
FY 1998	0	N/A	----	----	----
FY 1999	130,865	FL14DEP0620199	129,900	----	9/01/01
FY 2000	136,388	FL14DEP0620100	136,388	----	9/01/02

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

The PCHA will meet frequently with the Pinellas County Sheriff’s Office to continue the close communications between the PCHA and the police. The on-site social workers will be expected to work in conjunction with development management to identify troubled households refer them to various agencies and community partners as required and encourage these clients to participate in PCHA’s growing number of economic uplift programs.

B. PHDEP Budget Summary

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

FY <u>2001</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	52,000
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	75,000
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	9,300
TOTAL PHDEP FUNDING	136,300

C. PHDEP Plan Goals and Activities

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

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$ 52,000		
Goal(s)	Continue extended law enforcement activities within Rainbow Village and						
Objectives	Maintain transition from “enforcement” to one of “prevention” and enhance existing partnerships with residents and community social service providers						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Reduce calls for service			10/01/01	9/30/02	52,000	0	5% Decrease from previous reporting year
2. Increase drug arrests							5% Increase from previous reporting year
3.							

9120 - Security Personnel					Total PHDEP Funding: \$ 0		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. N/A							
2.							
3.							

9130 - Employment of Investigators					Total PHDEP Funding: \$ 0		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. N/A							
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$ 0		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. N/A							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$ 0		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. N/A							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$75,000		
Goal(s) Continue to develop meaningful social service referrals with emphasis on drug/crime prevention, family abuse issues and self-sufficiency activities							
Objectives Retain two social worker/coordinators for comprehensive referrals.							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Implement Program	1,000+	Rainbow Village & French Villas	10/1/02	9/30/04	75,000	0	Serve at least 75 clients
2.							
3.							

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators

1.							
2.							
3.							
9180 - Drug Treatment						Total PHDEP Funding: \$0	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. N/A							
2.							
3.							

9190 - Other Program Costs						Total PHDEP Funds: \$9,300	
Goal(s)		Evaluation of program results and resident satisfaction					
Objectives		Procure independent audit/survey of program and implement appropriate programmatic changes					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Secure services of evaluator			10/01/02	1/31/03	9,3000	0	a. contract award b. conduct survey
2. Implement changes			3/1/03	9/1/03			
3.							

Section 3: Expenditure/Obligation Milestones

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

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	<i>Activity 1</i>	52,000	<i>Activity 1</i>	52,000
9120				
9130				
9140				
9150				
9160	<i>Activity 2</i>	75,000	<i>Activity 2</i>	75,000
9170				
9180				

9190	<i>Activity 3</i>	9,3000	<i>Activity 3</i>	9,3000
TOTAL		\$136,3000		\$136,3000

Section 4: Certifications

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

ATTACHMENT E

BASIC CRITERIA PCHA WILL USE TO DETERMINE WHAT CONSTITUTES A SIGNIFICANT AMENDMENT OR MODIFICATION TO ITS 5-YEAR PLAN

OVERVIEW

The 5-Year Plan is a living document. The PCHA may need to amend or modify certain policies, rules, regulations or other aspects within it from time to time. Such changes to “The Plan” will be subject to formal adoption by the PCHA Board of Commissioners in a publicly-held meeting and approval by the U.S. Department of Housing and Urban Development (HUD). The following represent the PCHA’s general criteria that could trigger changes to “The Plan.”

1. STATUTORY MANDATES

The PCHA will comply with all changes required by law. Formal modifications to “The Plan” will be undertaken when so required by these mandates.

2. COMPLEXITY OF ISSUE

The PCHA serves over 4,000 households in Pinellas County. Each resident and applicant concern is worthy of consideration. Most issues can and will be resolved directly by staff with the involved person(s). Matters that cannot will be referred to higher-level staff for review and action. Additionally, appropriate outside sources will be consulted as necessary to further resolve ongoing issues when necessary. The PCHA Grievance Policy will be followed, as circumstances dictate.

3. REACH OF ISSUE

Issues that might substantially impact existing PCHA policies, or that might result in a different outcome for, or treatment of, residents, participants and applicants within any PCHA program will first be analyzed by PCHA staff and brought before the PCHA Board of Commissioners and HUD for additional action as appropriate.

4. IMPACT ON THE COMMUNITY

As a public servant, the PCHA remains sensitive about matters that may affect any member of the community. Staff will attempt to deal with such matters informally, when possible, and then proceed accordingly, as described above.

ATTACHMENT F

PINELLAS COUNTY HOUSING AUTHORITY (PCHA) COMMUNITY SERVICE/SELF SUFFICIENCY POLICY

SUMMARY

The Quality Housing and Work Responsibility Act of 1998 requires that all non-exempt public housing adult residents (18 or older) contribute eight (8) hours per month of community service (volunteer work) or participate in eight (8) hours of training, counseling, classes or other activities that help an individual toward self sufficiency and economic independence. This requirement has been incorporated into the PCHA Housing Dwelling Lease and the Admissions and Continued Occupancy Policy (ACOP)

A. Community Service – volunteer work which includes, but is not limited to:

- Work at a local school, hospital, recreation center, senior center or child care center
- Work with youth or senior organizations
- Work at the PCHA to help improve physical conditions
- Work at the PCHA to help with children’s and senior programs
- Helping neighborhood groups with special projects
- Working through resident organization to help other residents with problems
- Caring for the children of other residents so they may volunteer

NOTE: Political activity is excluded.

B. Self Sufficiency Activities -activities that include, but are not limited to:

- Job training programs
- GED classes
- Substance abuse or mental health counseling
- English proficiency or literacy (reading) classes
- Budgeting and credit counseling
- Any kind of class that helps a person toward economic independence
- Full time student status at any school, college or vocational school

C. PCHA obligations-

1. To the greatest extent possible and practicable, the PCHA will:
 - Provide names and contacts at agencies that can provide opportunities for residents, including disabled, to fulfill their Community Service obligations. (*According to the Quality Housing and Work Responsibility Act, a disabled person who is otherwise able to be gainfully employed is not necessarily exempt from the Community Service requirement*)
 - Provide in-house opportunities for volunteer work or self-sufficiency programs.
2. The PCHA will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at initial application and at lease execution

3. The PCHA will make the final determination as to whether or not a family member is Exempt from the Community Service requirement. Residents may use the PCHA's Grievance Procedure if they disagree with the PCHA's determination.
4. Noncompliance of family member
 - At least thirty (30) days prior to annual re-examination and/or lease expiration, the PCHA will begin reviewing the exempt or non-exempt status and compliance of family members. (This will be the chief responsibility of the Manager)
 - If the PCHA finds a family member to be non-compliant, the PCHA will enter into an agreement with the non-compliant member and the Head of Household to make up the deficient hours over the next twelve (12) month period.
 - If, at the next annual re-examination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the non-complaint member agrees to move out of the unit.
 - The family may use the PCHA's Grievance Procedure to protest the lease termination.

In general, the office Management staff will be responsible for the enforcement of the Community Service Requirement. However, the Resident Initiatives Center will assist in the goal of helping residents required to comply with this obligation. The PCHA intends to provide a "Team Effort" environment to assist residents in accomplishing their requirements.

ATTACHMENT G

PINELLAS COUNTY HOUSING PCHA (PCHA) PET POLICY SUMMARY

This policy and its rules shall apply for the keeping of pets by Residents living in the units operated by the Pinellas County Housing PCHA. Not all rules apply to service or companion animals verified to be needed by a person with a documented disability. Common household pets as authorized by this policy means domesticated animals, such as cats, dogs, fish, birds, and turtles, that are traditionally kept in the home for pleasure rather than for commercial purposes. Each resident family will be allowed to house only one (1) animal at any time. Visiting guests with pets will not be allowed. Residents will register their pet with the PCHA **BEFORE** it is brought onto the PCHA premises, and will update the registration annually.

The PCHA may refuse to register a pet if:

1. The pet is not a common household pet
2. The keeping of the pet would violate any applicable house pet rule;
3. The pet owner fails to provide complete pet registration information;
4. The pet owner fails annually to update the pet registration;
5. The PCHA reasonably determines, based on the pet owners' habits and practices and/or the pet's temperament, that the pet owner will be unable to keep the pet in compliance with the pet rules and other legal obligations;
6. Financial ability to care for the pet will not be a reason for the PCHA to refuse to register a pet.

The PCHA will notify the pet owner if the PCHA refuses to register a pet. The notice will:

- 1) state the reasons for refusing to register the pet; 2) Be served on the pet owner in accordance with procedure outlined in paragraph B1 of this policy; and 3) Be combined with a notice of a pet rule violation if appropriate.

Cats and dogs shall be limited to small breeds where total weight shall not exceed twenty (20) pounds. The size limitations do not apply to service animals.

A one-time refundable pet security deposit and one-time pet fee for the pet owner's unit shall be made to the PCHA. Such deposit and fee will be per pet and shall be used to help cover the cost of damages to the unit by the pet.

Each resident family will be allowed to house only one (1) animal at any time. Visiting guests with pets will not be allowed. Pets (dogs and cats), shall be allowed to run only on the owner's yard area or area designated by the PCHA as pet walking areas. Owners shall clean up after the pet after each time the animal eliminates.

This policy also provides procedures for the following:

1. Pet Violation Procedure
2. Pet Rule Violation Meeting
3. Notice of Pet Removal
4. Initiation of Procedure to terminate pet owners residency
5. Protection of the Pet
6. Nuisance or threat to health and/or safety
7. Application of rules
8. Appendix I – Pet Agreement
9. Appendix 2- Pet Policy Certification
10. Appendix 3- Pet Policy Rules Violation Notice

ATTACHMENT H

5-Year Action Plan for Capital Fund - FY 2001 – 2005 (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.

5-Year Action Plan Table No. 1			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
FL62.1	Heatherwood	41	41%
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
FFY 2001 ANNUAL STATEMENT ITEMS (see Annual Plan)			10/1/2001
Refrigerators			\$10,000
Add parking spaces			\$20,000
Shutoff valves @ A & B Bldgs			\$5,000
Repair / Replace sidewalk			\$40,000
Replace A / C			\$20,000
Repaint building exteriors			\$60,000
Apartment ID signage			\$5,000
Replace Refrigerators			\$15,000
Refurbish Main Building			\$15,000
New Entrance Door			\$10,000
Refrigerators & Ranges			\$5,000
A/C Replacement			\$5,000
504/ADA Improvement			\$50,000
Renovate Bathroom			\$25,000
Total estimated cost over next 5 years			\$399,000

5-Year Action Plan Table No. 2			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
FL62.2	Rainbow Village	40	20%
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
FFY 2001 ANNUAL STATEMENT ITEMS (see Annual Plan)			10/1/2001
Refrigerators and Ranges			\$30,000
Convert gas appliances to electric			\$245,000
Satellite Laundry			\$145,000
Sewer Repairs			\$120,000
Accessibility mods ADA			\$10,000
Replace Refrigerators and Ranges			\$18,000
Sidewalks and concrete stoops at doors			\$173,170
Replace A / C			\$50,000
Conversion of 5 & 4 Bedrooms			\$300,000
Refrigerators and Ranges			\$10,000
Non dwelling Structure 504			\$250,000
Replace Refrigerators and Ranges			\$25,000
Insulation			\$50,000

Total estimated cost over next 5 years	\$1,782,070	

5-Year Action Plan Table No. 3			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
FL62.4	Lakeside Terrace	24	21.8%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
FFY 2001 ANNUAL STATEMENT ITEMS (see Annual Plan)		\$125,000	10/1/2001
Replace A / C Refrigerators and Ranges		\$30,000 \$21,000	10/1/2002
Apartment ID signage Replace Refrigerators and Ranges Water Heaters New Entrance Doors		\$5,000 \$15,000 \$5,000 \$82,452	10/1/2003
Refrigerators and Ranges New Air Handlers Replace Back Doors		\$16,000 \$20,000 \$40,000	10/1/2004
504 Improvement Repave Street Renovate Bathrooms		\$50,000 \$55,000 \$30,000	10/1/2005
Total estimated cost over next 5 years		\$494,452	

5-Year Action Plan Table No. 4			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
FL62.9	French Villas	6	3%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
FFY 2001 ANNUAL STATEMENT ITEMS (see Annual Plan)		\$127,930	10/1/2001
Replace A / C Refrigerators and Ranges Upgrade laundry room Repair plumbing		\$70,478 \$14,000 \$5,000 \$92,452	10/1/2002
Floor Tile Accessibility mods Screen Doors Install Mini Blinds Replace A / C Repave parking areas		\$60,000 \$5,000 \$20,000 \$40,000 \$30,000 \$18,478	10/1/2003
Replace Windows Accessibility mods		\$300,000 \$50,000	10/1/2004

ADA Improvements	\$100,000	10/1/2005
Resurface Parking Area	\$25,000	
Replace Water Line	\$30,000	
Replace Floor Tiles	\$50,000	
Total estimated cost over next 5 years	\$1,038,338	

5-Year Action Plan Table No. 5			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
FL-062	PCHA-Wide	595	18.5%
Description of Needed Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
FFY 2001 ANNUAL STATEMENT ITEMS (see Annual Plan)		\$257,000	10/1/2001
Community Policing at French Villas		\$50,000	10/1/2002
Capital Fund Coordinator Salary		\$50,000	
Capital Fund Coordinator's Assistant Salary		\$20,000	
Resident Job Training		\$10,000	
Computer Software/Training Hardware		\$10,000	
Capital Fund Coord. / Ass't. Benefits		\$10,000	
Architectural/Engineering Fees		\$60,000	
Computer Hardware		\$20,000	
Community Policing at French Villas		\$55,000	10/1/2003
Capital Fund Coordinator Salary		\$55,000	
Capital Fund Coordinator's Assistant Salary		\$20,000	
Resident Job Training		\$10,000	
Computer Software/Training Hardware		\$10,000	
Capital Fund Coord. / Ass't. Benefits		\$10,000	
Architectural/Engineering Fees		\$47,930	
Computer Hardware		\$25,000	
Community Policing at French Villas		\$55,000	10/1/2004
Capital Fund Coordinator Salary		\$55,000	
Capital Fund Coordinator's Assistant Salary		\$20,000	
Resident Job Training		\$10,000	
Computer Software/Training Hardware		\$10,000	
Capital Fund Coord. / Ass't. Benefits		\$10,000	
Architectural/Engineering Fees		\$48,930	
Computer Hardware		\$25,000	
Community Policing at French Villas		\$55,000	10/1/2005
Capital Fund Coordinator Salary		\$55,000	
Capital Fund Coordinator's Assistant Salary		\$20,000	
Resident Job Training		\$10,000	
Computer Software/Training Hardware		\$10,000	
Capital Fund Coord. / Ass't. Benefits		\$10,000	
Architectural/Engineering Fees		\$44,930	
Computer Hardware		\$25,000	
Total estimated cost over next 5 years		\$1,185,790	

ATTACHMENT I

LIST OF RESIDENT ADVISORY GROUP (BOARD) FOR PINELLAS COUNTY HOUSING PCHA (PCHA) FY 2001 ANNUAL PLAN SUBMISSION

The following people participated as Resident Advisors in the PCHA's Fiscal 2001 (i.e., Year 2 of the 2000-2004 Five-Year Annual Plan:

Section 8 Representatives

Christa Huber 1683-D Palm Lake Lane, Dunedin, FL 34698
Anna Marie Crenshaw 4100 62nd Ave., N., Apt. 15, Pinellas Park, FL 33781
Kim Sanz 8467 Bayou Boardwalk, Apt. 105, Largo, FL 33777

Public Housing

Joanne Paul 13350 Washington Dr., Apt. A, Largo, FL 33774 (Rainbow Village)
Carole Hoppe P.O. Box 674, Pinellas Park, FL 33780 (Lakeside Terrace)
Barbara Kilho 3800 62nd Ave., N., Apt B203, Pinellas Park, FL 33781
Lorraine Dingee 5401 68th Way N., Apt. F, St. Petersburg, FL 33709

ATTACHMENT J

SUMMARY OF PROGRESS ON KEY ITEMS WITHIN PCHA FISCAL YEAR 2000 ANNUAL PLAN

DESCRIPTION OF KEY ITEM	CURRENT STATUS
Move into new Central Offices during 2000	Underway. Moving in January 2001.
Create a Family Self-Sufficiency Program for Public Housing in 2000	Beginning resident outreach in Oct. 2000.
Improve existing and find new partnerships with community agencies	Expanding/developing relationships with Urban League, PC Sheriff, HeadStart, SP Junior College, WAGES and others.
Target available assistance to families at or below 30 % and at or below 50% of Adjusted Median Income AND Elderly and Families with Disabilities	Done. Addressed in Waiting List.
Increase families of races and ethnicities with disproportionate needs' awareness of PCHA programs and community resources	Being done through Community Outreaches and newsletters.
Establish \$50.00 Minimum Rent in Public Housing	Done.
Establish Ceiling Rents at all PCHA complexes	Done.
One-offer to those on Public Housing Waiting List	Done.
Make 3% of ALL Public Housing units handicap accessible	Substantially Complete. Will continue to monitor for additional needs in the future.
Continue working to fill Public Housing vacancies	Vacancies reduced by 45% from same period last year. But there is still work to do.
Continue Community Policing by Safe Neighborhood/Drug Elimination/Comp Grants	Will continue with Drug Elimination, Capital Fund Program and other sources.
Step up the pace on modernization program	Progressing! Lakeside Terrace repainted; handicap accessibility modifications and French Villas landscaping nearly done; re- place windows at Rainbow Village underway.
Prioritize Admission Preferences	Not fully resolved at this time.