

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

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# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2001

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

**PHA Plan  
Agency Identification**

**PHA Name: Albany Housing Authority**

**PHA Number: NY 009**

**PHA Fiscal Year Beginning: 07/01/2001**

**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 (**159 Church Street, Mod.Office**)

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

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

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

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

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

**5-YEAR PLAN  
PHA FISCAL YEARS 2000 - 2004**

**A. Mission**

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

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

The PHA’s mission is: (state mission here)  
**The mission of the Albany Housing Authority is to lead the community with professionalism, integrity and spirit in providing quality housing of choice for a diverse population and to partner with the community to maximize social and economic opportunity.**

**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: **as funding notices are published.**
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
    1. **Develop at least one low income housing tax credit program – assisted project by 6/30/04.**
    2. **AHA will implement its asset management plan no later than 12/31/02.**
    3. **AHA may choose to negotiate with a not-for-profit affiliate of the City of Albany known as Capital City Housing to purchase 15 additional units in Albany’s south end neighborhood including a failed condominium.**
  - Acquire or build units or developments
  - Other (list below)

1. **Apply for additional HOPE VI for the South End to include NY 9-4 Lincoln Square by 6/30/00**
2. **Explore feasibility of additional revitalization activities at NY 9-3 and NY 9-1 by 6/30/04**
3. **Evaluate ways to make NY 9-13 Ezra Prentice Homes more marketable to working families, including the possibility for HOPE VI funding, demolition/conversion and replacement housing options in the So. End Neighborhood of Albany by 06/30/04.**

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score) **6/30/99 = 92.1%**
1. Achieve a level of customer satisfaction that gives AHA the highest score possible in the RASS (Resident Assessment & Satisfaction Survey).
  2. Decrease average turnaround time on routine work orders from 5 days to 4 days by 6/30/01, and from 4 days to 3 days by 6/30/03.
  3. AHA will implement a plan for unit turnaround reduction so we can fill our public housing units within 30 days of becoming vacant by 12/1/01
  4. AHA will strive to achieve an occupancy rate of 97% for public housing by 6/30/04.

- Improve voucher management: (SEMAP score) (**\*initial year of report**)
1. **AHA will achieve a program utilization rate of 98% for Section 8 assistance by 6/30/01.**
  2. **Expand screening techniques to the Section 8 assisted housing program (within the confines of the law) by 6/30/01.**
  3. **Institute a fraud detection program by 6/30/01.**
  4. **Provide technical improvements assistance to landlords to increase lease standards and enforcement by 6/30/02. (e.g. marketing, workshops, written information, legal assistance, etc.**

- Increase customer satisfaction:**
- Upgrade appliances in targeted family units and upgrade electric service to accommodate full-size washers and dryers in targeted units as follows:
1. Kitchen renovations at NY 9-13 Ezra Prentice Homes by end of 2003 (part of Capital Fund application)
  2. Washer and dryer hook-ups and an upgrade in electrical service at NY 9-5 Ida J. Yarbrough family units and at NY 9-13 Ezra Prentice Homes by 6/30/03.
  3. Hire a public relations firm by 7/1/00 to market our housing stock, including hard-to-rent units, units having odd designs and family units having small living spaces.

- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
1. **AHA will promote a motivating work environment with a capable and efficient team of employees to operate as a customer friendly and fiscally prudent leader in the affordable housing industry.**

- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:  
**Complete demolition of 4 Lincoln and 159 Church St. by 6/30/03**
- Provide replacement public housing:
  - 1. Complete new units to replace 42 units at 4 Lincoln Square by 6/30/04**
  - 2. Complete 300+ units at NY 9-2 Corning Home site under HOPE VI by 6/30/04**
- Provide replacement vouchers:
- Other: (list below)
  1. Convert 30-60 efficiency units to 10-40 one-bedroom units at NY 9-7 Westview Homes by 6/30/04 to increase the occupancy and marketability of the site.
  2. Convert from electric heat to a more efficient source (e.g. gas) at NY 9-11 Steamboat Square by 6/30/04.

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)
  - 1. AHA will be a catalyst for homeownership and partnership with others to ensure that each neighborhood surrounding its developments is anchored by 10% homeownership by 6/30/04.**
  - 2. Implement a "Pilot" site-based waiting list at the NY 9-2 replacement site to include both public housing and market-rent units. The units will be offered as incentives to upwardly mobile and current public housing residents as well as to those applying directly to the site.**
  - 3. Explore the possibility of expanding public housing and Section 8 programs outside of the City of Albany and into other areas of Albany County by 6/30/04.**
  - 4. Counseling to reduce the concentration of its voucher holders by having a 5% increase in the number of participants living in other than low-income areas by 6/30/02.**
  - 5. AHA will attract 20 new landlords to participate in the voucher program by 6/30/02.**
  - 6. Implement a homeownership program by 6/30/04 to enable voucher participants to become homeowners.**
  - 7. Increase housing choices by applying for HOPE VI revitalization funds for Lincoln and/or Steamboat neighborhood to replace high rise units by creating clusters of in-fill housing (new and rehabbed), if a HOPE VI application is submitted and approved.**

**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:
  - 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:
    - 1.Reduce Part I crimes by 5% by 6/30/04.
    - 2.Authority-wide training and awareness of the Crime Prevention through Environmental Design (CPTED) theory by 6/30/01.
    - 3.Improve the public's perception of public housing (e.g. safety, quality of housing, etc.) through a Public Information Office by 6/30/02.
    - 4.Continue PHDEP-funded security components (special patrols, neighborhood watch, staff, etc.)
    - 5.De-densifying public housing sites through approved HOPE VI annual applications when determined feasible and fungible.
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - Other: (list below)
    1. **Collaborate with TLC & AHRDC to develop strategies for youth that result in partnerships and contracts with experienced Youth Service programs and agencies to promote self esteem, self-awareness, community involvement, education, social skills, and mental, physical & nutritional health, including but not limited to Boys & Girls Clubs, YMCA, City Dept. of Youth & Recreation Services, Girls Club, Center for Law & Justice, Inc., Scouting, independent educational/scholastic programs, Music Mobile, Capital District Fields of Dreams, Trinity Institute-Camp Thacher, Cornell Cooperative Extension, Literacy Volunteer, Albany City School District, etc.**

**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:
  - Provide or attract supportive services to improve assistance recipients' employability:
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.

**Continue the Elderly Service Coordinator Program through annual HUD applications for new/continued funding.**

- Other: (list below)
1. Inventory & identify resident skills in AHA's assisted housing population to develop and deliver a training curriculum that will augment employability by 6/30/01; create an automated work experience database to facilitate matching residents with employment needs of the community by the same time.
  2. Implement programs to maximize utilization of community centers and develop programming that enhances resident opportunities and employability by 6/30/02.
  3. AHA will increase the average income of its residents and the average rent by 10% by 6/30/04.
  4. Assure dissemination of information on a monthly basis to all residents about programs and services that promote self-sufficiency and crime prevention through the monthly newsletter, monthly tenant meetings, etc.
  5. Continue to help develop effective and fully functioning resident organizations in every public housing development and for the tenant-based programs on an ongoing basis.

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:
- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)
    1. Performing a targeted assessment of the community to determine the need for accessible units, including but not limited to assessing the need for special accommodations, services, etc. by 6/30/01.
    2. Increase housing choices by building and/or rehabilitating infill clusters of family units in and around the south end of Albany via an approved HOPE VI Steamboat and/or Lincoln grant by 6/30/04.

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

**GOAL: IMPROVE AHA's PUBLIC IMAGE**

**Objectives:**

- 1. Remove/ modify yard fencing at affected sites.**
- 2. AHA will take over entire grounds and exterior areas at all sites by 6/30/01.**
- 3. Develop a media policy by 6/30/00**
- 4. Create an AHA web page for Internet by 6/30/00**

5. **Prioritize the Comprehensive Grant Program (Capital Fund for Modernization) to site work by 6/30/00.**

**GOAL: TO RESTRUCTURE AHA IN A MANNER THAT BEST SUPPORTS THE PRINCIPLES OF ASSET MANAGEMENT**

**Objectives:**

6. **Decentralize the management of the sites and have them more project-based by 6/30/03.**
7. **Decentralize maintenance, with the exception of specialty crews and explore possibility of having project-based Vacant Apt. Preparation crews by 6/30/02.**
8. **Decentralize applicable central office functions to the individual sites (e.g. intake, eligibility, waiting lists, support services, etc. by 6/30/04.**

**GOAL: IMPROVE OVERALL MANAGEMENT & FISCAL ACCOUNTABILITY**

**Objectives:**

9. **Build a new office building by 12/31/01**
10. **Produce a method for measurable, annual improvement in hiring, training practices by implementing career ladder avenues, leadership training, upward mobility access while promoting diversity in the workplace by 6/30/01.**
11. **AHA will operate so that income exceeds expenses every year.**
12. **AHA will raise \$1 million from 3 non-HUD sources by 6/30/02 (non-HUD sources include but are not limited to: LIHTC, developer's fees, roof top leases, etc.)**
13. **AHA will submit applications for annual Federal and State programs to earn development fees and for tax exempt bond transactions**
14. **Continue to annually apply for PHDEP, HOPE VI, ROSS, CGP, CDBG, etc.**
15. **Energy conservation measures by 6/30/04 (conversions from electric to gas in all applicable sites).**

**GOAL: PROTECT AND ENHANCE THE MARKETABILITY AND CURB APPEAL OF BUILDINGS, GROUNDS AND SYSTEMS AND DELIVER EFFICIENT AND PROFESSIONAL SERVICES TO RESIDENTS**

**Objectives:**

16. **Explore the possibility of automating inspections (PH and S8), inventory and worker productivity through the use of a barcode system and hand-held computers by 6/30/03**
17. **Assign a second dedicated maintenance worker to the Risk Management Department to complete inspection work orders by 6/30/01.**



**18. Implement the career ladder/maintenance-training program with established certification levels and promotional incentives by 6/30/01.**

**GOAL: CREATIVELY AND AGRESSIVELY EMBRACE DECENTRALIZATION AND ASSET MANAGEMENT**

**Objectives:**

**1. Executive Director will work individually with all department heads to develop a draft “asset management” implementation plan by 9/2000 that will address decentralization and asset management.**

- **The draft plan will be presented by the Executive Director at a department head meeting on or before 11/15/00 for review and comment by staff.**
- **Staff to comment and return to committee by 1/15/01**
- **Presentation to and adoption by Board by 4/30/01**
- **Implementation of the plan by 7/1/01**

**Annual PHA Plan**  
**PHA Fiscal Year 2001**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Not applicable but included - See Page 2 of the Annual Plan

**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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**Executive Summary (ii) (not a required item, but supplied by AHA)**

**EXECUTIVE SUMMARY OF THE ANNUAL PHA PLAN**

Albany Housing Authority has developed its initial Agency Plan and 5-Year Plan in compliance with the 1998 Quality Housing and Work Responsibility Act. The Plan covers the Authority’s strategies for administration, admissions, occupancy, financial accountability, capital improvements, crime and safety, and asset management over the course of the next five years. This submission reflects AHA’s second Annual Plan submission.

AHA derived its strategies based on a needs assessment of both its assets (properties) and the housing needs of the renter population in the jurisdiction. AHA has determined that the Authority must implement an asset management plan to enhance the marketability of our developments. We must encourage families to reach higher income categories without increasing rents in order to promote the incentives of self-sufficiency to other residents. AHA will work towards fully occupying its family developments and promote income mixing by utilizing waiting list skipping as allowed under the QHWRA. Deconcentration strategies will be developed for the next annual plan update.

In the first update of the annual plan, Albany Housing Authority has revised its Admissions and Continued Occupancy Plan for public housing to include a pet policy. AHA has updated its public housing lease accordingly by amendment. The ACOP and the lease amendment were given the appropriate resident comment period, as they were included in the comment period and public hearing for this annual update. All resident and public comment is included in the attachment that incorporates AHA’s responses.

AHA’s HOPE VI initiative in North Albany will continue to develop programs, affordable housing opportunities and self-sufficiency services for the North Albany residents and neighborhoods. Partnerships and community-based linkages continue to be developed to ensure that residents and community needs will be served in the neighborhood to the greatest extent possible. As policies for admissions and continued occupancy, lease development, self-sufficiency program, and others are developed, they will be presented to the residents and public in accordance with regulatory requirements. These are expected to be included in the next annual update for fiscal year 2002.

AHA includes this year, an attachment for the Replacement Housing Fund. The fund will be used for one unit at the NY 9-22 Pieter Schuyler Court apartments, a new development program.

Albany Housing Authority follows its mission statement of being “committed to achieving excellence in providing safe, clean, and modern housing assistance while promoting self-sufficiency to the residents of the Albany Housing Authority. Our goal is to be a leader in the City of Albany housing industry by building a reputation for excellent community service and customer satisfaction.”

**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
- FY 2001 Capital Fund Program Annual Statement (**ny009d02 & ny009e02 (Replacement Housing Fund Program)**)
- 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 (**ny009i02**)
- FY 2000 Capital Fund Program 5-Year Action Plan (**ny009k02**)
- Public Housing Drug Elimination Program (PHDEP) Plan (**ny009b02**)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (**ny009j02**)
- Other (List below, providing each attachment name)
  - ny009a02 List of RAB members**
  - ny009c02 Summary of Public Comments and AHA Response**
  - ny009f02 Deconcentration**
  - ny009g02 RASS Follow up Plan**
  - ny009h02 Pet Policy**
  - ny009i02 5-Year Plan - Goals and Objectives Update**

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
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
N/A	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	Annual Plan:

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	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	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
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 checked="" 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 checked="" 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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
N/A	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	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
X	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	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	response to any findings	
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

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

[24 CFR Part 903.79(a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	6,370	5	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	4,113	5	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	5,863	3	N/A	N/A	N/A	N/A	N/A
Elderly	4,269	1	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	1,860	N/A	N/A	N/A	N/A	N/A	N/A
African-American	7,769	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic-Latino	1,002	N/A	N/A	N/A	N/A	N/A	N/A
Asian-Pacific Islander	678	N/A	N/A	N/A	N/A	N/A	N/A
American Indian - Eskimo	117	N/A	N/A	N/A	N/A	N/A	N/A
Caucasian	33,206	N/A	N/A	N/A	N/A	N/A	N/A
Other	351	N/A	N/A	N/A	N/A	N/A	N/A

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.) no changes from original submission in 2000

Consolidated Plan of the Jurisdiction/s

Indicate year: **1990 CHAS DATA BOOK- City of Albany, NY**

U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset: **1990 – TABLE 1C - ALL HOUSEHOLDS**

American Housing Survey data

Indicate year:

Other housing market study

Indicate year:

Other sources: (list and indicate year of information) **City of Albany DRAFT Consolidated Plan 2000-2005**

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input checked="" type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	3381		
Extremely low income <=30% AMI	2262	67%	
Very low income (>30% but <=50% AMI)	1100	33%	
Low income (>50% but <80% AMI)	19	.005	
Families with children	1988	59	
Elderly families	214	6	
Families with Disabilities	975	29	
African-American	2039	60	
Hispanic-Latino	427	13	
Asian-Pacific Islander	13	.3	
American Indian-Eskimo	25	.7	



<b>Housing Needs of Families on the Waiting List</b>			
Caucasian	877	26	
Other	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR *combines 0 & 1br.	1520	45	
2 BR	1016	30	
3 BR	643	19	
4 BR	168	5	
5 BR	34	1	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

- 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: (list below)

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
  - Apply for special-purpose vouchers targeted to the elderly, should they become available
  - Other: (list below)
1. **Employ marketing avenues to increase desirability of senior apartments**

**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)
- 1. Assess community need for accessibility numbers, unit sizes and types needed.**

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
  - Market the section 8 program to owners outside of areas of poverty /minority concentrations
  - Other: (list below)
- Promote housing choices in non-impacted City neighborhoods to the greatest extent feasible.**

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	\$6,080,825	
b) Public Housing Capital Fund	\$2,681,839	
c) HOPE VI Revitalization	\$35,000,000 est.	
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$9,095,766	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$355,024	
g) Resident Opportunity and Self-Sufficiency Grants	\$500,000	
h) Community Development Block Grant	\$64,000 (est.)	
i) HOME		
Other Federal Grants (list below)		
Elderly Service Coordinator	\$67,405	
FSS Coordinator	\$103,262	
HOPE VI for FY 2002	\$35,000,000 (est)	
<b>2. Prior Year Federal Grants (Unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	\$3,475,510	
<b>4. Other income (list below)</b>		
<b>4. Non-federal sources (list below)</b>		
NY State Housing Admin. Fund	\$1,682,006	
Non-HOPE VI Funds	\$28,523,930	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Total resources	\$85,034,984	

### **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) **Within 90 days of unit availability**
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
- Credit history, character references, home visits**

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)

**1. For Hope VI sites, a site-based waiting list is established; policy development on-going**

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

- PHA main administrative office

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

1. **By mail & also available on the Internet that can be printed, filled out and mailed.**  
**www.albanyhousing.org**

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? **1**

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)

HOPE VI Office, 31 Walter St., Albany, NY 12204

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused

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

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

**At the discretion of the E.D., those persons in a witness protection program & “Operation Safe Home” for victims of domestic violence; and residents of City of Albany over non-residents.**

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:

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

Other preferences (select all that apply)

- 1 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)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 1 Other preference(s) (list below)

**At the discretion of the E.D., those persons in a witness protection program & "Operation Safe Home" for victims of domestic violence.**

4. Relationship of preferences to income targeting requirements:

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

#### **(5) Occupancy**

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

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

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

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

#### **(6) Deconcentration and Income Mixing**

a.  Yes  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:  
**All family developments**
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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:  
**All family sites**

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)

**1. Previous rental history, particularly assisted or public housing experience**

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

- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)
- By mail & by downloading application from AHA website at [www.albanyhousing.org](http://www.albanyhousing.org)**

**(3) Search Time**

- a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

**Most circumstances since Albany's rental housing market is limited. Usually give extensions to those in need of 3+ bedroom units.**

**(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)

**At the discretion of the E.D., those persons in a witness protection program & "Operation Safe Home" for victims of domestic violence; and residents of City of Albany.**

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

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

Other preferences (select all that apply)

- 1**  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)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

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

**(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

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

- Through published notices
- Other (list below)  
**News article**

**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 highest of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

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

b. Minimum Rent

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

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

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

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

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

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

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:  
 Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:  
 For household heads  
 For other family members  
 For transportation expenses  
 For the non-reimbursed medical expenses of non-disabled or non-elderly families  
 Other (describe below)

**Additional income from an AHA resident-owned or operated business where it is not the sole income source for the household is not included (specifically the Tenant Leadership Council or the Albany Housing Resident Development Corporation businesses)**

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments  
 Yes but only for some developments  
 No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- Other (list below)

**Families must report all changes in composition and income; it may or may not result in a rent adjustment.**

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)

**1. Independent consultant assessment combined with staff knowledge of citywide neighborhoods**

## **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	Expected Turnover
Public Housing	1336	308
Section 8 Vouchers	1265	291
Section 8 Certificates		
Section 8 Mod Rehab	21	15
Special Purpose Section 8 Certificates/Vouchers (list individually)	285	65
Public Housing Drug Elimination Program (PHDEP)	300	30
Other Federal Programs(list individually)		
ROSS -	250	25%
Elderly Service Coordinator	150	25%

**C. Management and Maintenance Policies**

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

- (1) Public Housing Maintenance and Management: (list below)  
Maintenance Manual, Preventive Maintenance Manual, Security Policy, ACOP
- (2) Section 8 Management: (list below)  
Administrative Plan



## **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:

AHA Grievance Procedure in the ACOP

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:

AHA informal review procedures in the Administrative Plan

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 (Capital Fund Program) **ny009d02** and **ny009e02** (Replacement Housing Fund)

-or-

- The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

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

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

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

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (**ny009k02**)

-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: **Edwin Corning Homes**
2. Development (project) number: **NY06P009002 (demolished)**
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:  
**NY06P009004 Lincoln Square**

- 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:  
**HOPE VI activities at the former NY06P009002 site**

- 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:

**Replacement units at Nutgrove, North Swan Street & Pieter Schuyler Court (NY 9-22) – mixed finance units.**

**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.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Lincoln Park Square</b>
1b. Development (project) number: <b>NY06P009004</b>
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application <b>approved</b> , submitted, or planned for submission: <b>(11/24/98)</b>
5. Number of units affected: <b>42</b>
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <b>06/01/02</b> b. Projected end date of activity: <b>09/31/02</b>

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Steamboat Square</b>
1b. Development (project) number: <b>NY06P009003</b>
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/>

Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application <b>approved</b> , submitted, or planned for submission: (11/24/98)
5. Number of units affected: n/a *no units
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 06/01/02 b. Projected end date of activity: 09/31/02
<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Edwin Corning Homes</b>
1b. Development (project) number: <b>NY06P009002</b>
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application <b>approved</b> , submitted, or planned for submission: (10/26/99)
5. Number of units affected: 292
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 04/01/2000 b. Projected end date of activity: 07/01/2000 *Demolition completed

**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.

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

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

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)

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

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

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: 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) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (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 has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

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

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

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

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

#### **(1) General**

##### a. Self-Sufficiency Policies

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

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

##### b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )



<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>ROSS – AHA WAGE Center 200 Green St., Albany, NY 12202</i>	<i>200 annually</i>	<i>Specific criteria (TANF)</i>	<i>Referrals from partnering agencies, managers, and on- site service providers</i>	<i>both</i>
Computer Technology classes	12+ per session	Residents – registered waiting list	Referrals, AHA newsletter, on-site service providers, management, posters, etc.	Both
EOC Classroom	25 + per session	Referrals from on-site & partner agencies, ROSS participants	WAGE Center 200 Green St., Albany, NY, DSS, EOC, RSS, referrals, managers, etc.	Both

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: 07/01/2001)
Public Housing	N/A	N/A
Section 8	281	144

- 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: N/A

**C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

2. Which developments are most affected? (list below)  
 NY06P009004 Lincoln Square and NY06P009001 Robert Whalen Homes

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

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

- Contracting with outside and/or resident organizations for the provision of crime and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program (Neighborhood Watch)
- Other (describe below)- **Youth programs sponsored by the YMCA, Boys Y Girls Club, art program – all of which promote leadership development and stress substance abuse prevention education.**

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

**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)

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

**All AHA developments.**

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

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

- 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: **(ny009b02)**)

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

[24 CFR Part 903.7 9 (n)]

Policy attached as required (**ny009h02**)

[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 903.7 9 (r)]

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

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

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

Attached at Attachment (File name) **ny009j02 Comments/Recommendations and ny009c02 Summary of Resident Comments and AHA Response**

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:

Responses include changes; please see attachment ny009c02 Summary of Resident Comments and AHA Response

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) **Candidates are nominated by residents of public housing only.**

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) **Any legal adult resident of Public Housing only.**

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) **Any legal adult resident of Public Housing only.**

**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: (provide name here) **City of Albany, New York**
  
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)
  
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

All ongoing and future resident program, services & self-sufficiency endeavors, all ongoing and future asset management activities, all ongoing and future affordable housing development activities including but not limited to HOPE VI, mixed-income, and new public housing and Section 8 programs as needed, all fair housing activities, all other grant and special applications as may be necessary to further the mission of the Albany Housing Authority.

**D. Other Information Required by HUD**

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

**There are no changes to the 5 Year Plan that meet the definition of Substantial Deviation as defined below:**

**“Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.”**

**Albany Housing Authority has updated some of its scheduled completion dates for several goals and objectives. These are found at Attachment ny009i02 5–Year Goals & Objectives Update**

## **Attachments**

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

**ny009a02 RAB List**  
**ny008b02 PHDEP 2001**  
**ny009c02 Summary of Public Comments and AHA Response**  
**ny009d02 CFP**  
**ny009e02 RHF**  
**ny009f 02 Deconcentration**  
**ny009g02 RASS Follow up Plan**  
**ny009h02 Pet Policy**  
**ny009i02 5-Year Plan - Goals and Objectives Update**  
**ny009j02 RAB Comments on Annual Plan**  
**ny009k05 CFP/RHF 5 year plan**  
**ny009l02 Organizational Chart**

## RESIDENT ADVISORY BOARD – ALBANY HOUSING AUTHORITY, ALBANY, NEW YORK

<b>Name</b>	<b>Title</b>	<b>Organization</b>	<b>Address</b>	<b>City</b>	<b>State</b>	<b>zip</b>
DONNA LAYNE	Rep	SECTION 8	24 RAWSON ST.	ALBANY	NEW YORK	12206
ROSALEE LACHWICZ	Rep	SECTION 8	445 BRADFORD ST.	ALBANY	NEW YORK	12206
MICHELE TUCKER	President	EZRA PRENTICE TENANT ASSOCIATION	625 M SOUTH PEARLS ST.	ALBANY	NEW YORK	12202
CAREY ALLEN	President	Albany Housing Resident Development Corporation	220 GREEN ST. APT 2A	ALBANY	NEW YORK	12202
ROSIE DAVIDSON	Commissioner	AHA Board of Directors Resident COMMISSIONER	30 IDA YARDBROUGH HOMES	ALBANY	NEW YORK	12207
LISA JACKSON	President	STEAMBOAT SQUARE TENANT COMMITTEE	194 GREEN STREET	ALBANY	NEW YORK	12202
TYLER TRICE	President	IDA YARDBROUGH HI-RISE TENANT ASSOCIATION &TLC	270 NORTH PEARL ST.	ALBANY	NEW YORK	12207
SHAMEQUA PAYNE	Vice-President	STEAMBOAT SQUARE TENANT COMMITTEE	197 GREEN ST.	ALBANY	NEW YORK	12202
GOLDIE CRENSHAW	Treasurer	AHRDC & Creighton Storey Neighborhood Watch	168 B THIRD AVE.	ALBANY	NEW YORK	12202
ESTELLE KITE	Chairwoman	Creighton Storey Neighborhood Watch	168 J THIRD AVE.	ALBANY	NEW YORK	12202
LAROI GARRISON	Vice-President	ROBERT WHALEN TENANT ASSOCIATION	305 COLONIE ST. APT 2D	ALBANY	NEW YORK	12210
YVETTE NORWOOD	President	ROBERT WHALEN TENANT ASSOCIATION	315 COLONIE ST. APT 2D	ALBANY	NEW YORK	12210
DEBRA CLAY	President	IDA YARDBROUGH LOW-RISE TENANT ASSOCIATION	73 IDA YARDBROUGH HOMES	ALBANY	NEW YORK	12207
SHONDA VAN HOESEN	Office Manager	Albany Housing Resident Development Corporation	270 NORTH PEARL ST.	ALBANY	NEW YORK	12207
DELILAH LAYNE	Rep	SECTION 8	41 BENJAMIN STREET	ALBANY	NEW YORK	12202
MELVENIA JENKINS	Commissioner	AHA TENANT COMMISSIONER	156 Q THIRD AVE.	ALBANY	NEW YORK	12202
SHIRLEY BRADLEY	HOPE VI	TAC	7 LARK ST., APT B-6	ALBANY	NEW YORK	12210
GEORGETTE JACKSON	HOPE VI	TAC	110 KENT ST.	ALBANY	NEW YORK	12206
TRACEY BURMINGHAM	Rep	SECTION 8	3 HUNTER AVE.	ALBANY	NEW YORK	12206



# Public Housing Drug Elimination Program Plan

**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 \$ 355,024

B. Eligibility type (Indicate with an "x") N1 \_\_\_\_\_ N2 \_\_\_\_\_ R X

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

AHA will continue and expand its long-running PHDEP plan including special police patrols, Neighborhood Watch, educational and recreational programs for youth as alternatives to drugs and crime, social worker services, gang prevention, and necessary staffing. AHA anticipates a continued 1% or more decrease in reported crime in its developments as a direct result of all combined components annually. Monitoring and evaluation will be executed by a contracted community-based organization.

### 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)
All AHA Federal Sites (NY 9-1, 9-3, 9-4, 9-5, 9-7, 9-11, 9-12, 9-13, 9-21)	1418	3475

### 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 X 24 Months \_\_\_\_\_ 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 x	\$434,500	NY06DEP0090195	0	GE	HUD Closeout date 1/20/2000
FY 1996 x	\$434,500	NY06DEP0090196	0	GE	HUD Closeout date 1/20/2000
FY 1997 x	\$433,250	NY06DEP0090197	0	N/A	02/15/01

FY 1998 x	\$451,920	NY06DEP0090198	0	N/A	02/16/01
FY 1999 x	\$383,576	NY06DEP0090199	0	N/A	03/09/01
FY 2000 x	\$399,765	NY06DEP0090100		N/A	03/31/02

**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.

**AHA will continue its broad goals of reducing crime in its public housing developments by funding special police patrols as well as a neighborhood watch program drug prevention program. AHA will continue its youth programs that offer youth mentoring, leadership development, gang prevention, and resident educational improvement programs. We will also continue substance abuse education, self-esteem building, educational and social work services and counseling. AHA will contract for monitoring and evaluation of program components and also continue to fund or partially fund needed staff (Substance Abuse/Community Relations Associate, and Director of Security).**

**B. PHDEP Budget Summary**

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

FY __2001__ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	46,815
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	225,500
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	82,709
<b>TOTAL PHDEP FUNDING</b>	<b>355,024</b>

**C. PHDEP Plan Goals and Activities**

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

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$46,815		
Goal(s)	Reduce crime by 1% overall at AHA Fed. Sites (combined)						
Objectives	Assignment of special police patrols to deter on-site crime and drug-related crime, including any targeted site assignments as necessitated.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Special Police patrols (all sites)			12/1/01	3/31/02	\$46,815	\$200,000 CFP	UCR (Part I & selected Part II). Goal to reduce on-site crimes by 1%-3% annually.

<b>9140 - Voluntary Tenant Patrol</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)	Residents actively involved in Neighborhood Watch at targeted sites.						
Objectives	3 paid resident coordinators and 14 or more resident volunteers on average accomplishing Neighborhood Watch activities at 5 family sites.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators

<b>9160 - Drug Prevention</b>					<b>Total PHDEP Funding: \$226,010</b>		
Goal(s)	Offer a variety of programs that offer personal & physical development, substance abuse education and leadership development.						
Objectives	Actively involve 200+ residents and youth from family sites						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
2. Boys & Girls Club (1 sites)	75+ youth minimum	NY 9-5 Ida Yarbrough	01/01/02	12/31/02	\$30,000	\$25,000 Club Match	Number & names of AHA youth actively involved each month. Progress reports, on-site visits. Will also track number of monthly participant hours.
3. YMCA/KIDS Improvement Program	75+	NY 9-1 Robert Whalen NY 9-5 Ida Yarbrough	03/01/02	02/28/03	\$30,000	\$0	Number & names of AHA youth actively involved each month. Progress reports, on-site visits. Will track number of monthly participant hours.
4. Social Worker Services and Miscellaneous	100+ families	All Family Sites	03/01/02	02/28/03	\$54,000	\$2,400 match in admin. costs	Summary report of # of families served and. Progress reports, on-site visits and will track number of monthly participant hours.
5. Gang Prevention – Youth Stipend Project	50 youth at two sites	NY 9-1 Robert Whalen NY 9-13 Ezra Prentice	04/01/02	03/31/03	\$50,000	Possibly some City funds	Number & names of AHA youth involved. Monthly activity reports on participation by youth & on-site visits. Will track number of monthly participant hours.
6. Neighborhood Watch	All residents of AHA family sites	n/a	01/01/02	12/31/02	\$38,500	0	3 Coordinators and 14+ staff actively involved to continue w/ up to 14 more residents to be recruited. Activities & include information to

							police & AHA. Will track number of monthly participant hours.
7. New Day Art Institute	75% youth and 25% adults from targeted AHA federal sites	NY 9-3 NY 9-4 NY 9-11 NY 9-12 NY 9-13	02/15/02	01/31/03	\$23,000	Additional funds from art & foundation grants	Number and Names of AHA residents & youth participating in activities each month. Will also track number of monthly participant hours.

<b>9190 - Other Program Costs</b>						<b>Total PHDEP Funds: \$82,709</b>	
Goal(s)	Maintain staff necessary for PHDEP program and Contract to Monitor and Evaluate PHDEP program components.						
Objectives	Continue two staff positions and secure outside agency to monitor and evaluate program components.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
8. Substance Abuse / Community Relations Associate			12/01/01	12/31/02	48,410	\$0	Monthly Reports on Tenant /PHDEP program information and referrals
9. Director of Security			12/01/01	03/31/03	18,849	\$0	Monthly Reports on Police patrols and other security-related endeavors
10. Grant Monitor & Evaluation Consultant			01/01/02	01/31/03	15,450	\$0	Submission of monthly and semi-annual reports to AHA

**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	Activity 1	\$11,704	Activity 1	\$46,815
9120				
9130				
9140				
9150				
9160	All activities will be 25% expended within 12 months of grant execution	\$56,375	All activities will be at least 50% obligated within 12 months of grant execution	\$112,750

9170				
9180				
9190	All activities will be 25% expended within 12 months of grant execution	\$20,677	All activities will be at least 50% obligated within 12 months of grant execution	\$41,355
<b>TOTAL</b>		\$88,756		\$200,920

**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.”

\*Hard copies of signed certifications required for PHDEP will be mailed to the HUD Field Office in Buffalo, NY

## Summary of Resident Comments and AHA Response

Albany Housing Authority held its PHA Annual Plan public hearing on Friday, April 13, 2001 at 5:30 PM after a 45-day comment period. The public comment period closed with the holding of the public hearing. The comment period and Public Hearing covered the annual plan update, which includes the fiscal year 2001 Capital Fund Program, Public Housing Drug Elimination Program and any new or substantially revised policies of the Albany Housing Authority. This year, AHA included its proposed Pet Policy based on the Final Rule (24 CFR Section 960) covering "Pet Ownership in Public Housing" and effective August 9, 2000. Based upon the final rule, AHA has to establish a pet policy that permits pets in public housing "other than public housing developments for elderly or persons with disabilities." Pet ownership for this housing (elderly and persons with disabilities) is covered in 24 CFR part 5, subpart C. This section covers both public and assisted housing programs and is a separate rule as a result.

Victor Cain, Chairman of the Albany Housing Authority's Board of Commissioners, called the meeting to order and opened the Public Hearing. Mr. Cain turned the meeting over to Steven T. Longo, Executive Director.

Mr. Longo began his remarks with an explanation of the PHA Plan process and covered the topics for the meeting. These included the annual update, the Public Housing Drug Elimination Program, AHA's proposed Pet Policy, and the Capital Fund Program.

Mr. Longo explained that the fiscal year 2001 drug elimination grant was approximately \$46,000 less than last year's and that the Capital Fund Program will have to pick up expenses for the police patrols.

### Summary of comments and AHA's response:

The Tenant Leadership Council/Resident Advisory Board provided written comments to the plan and above-mentioned attachments prior to the public hearing. A summary of all comments received are categorized and responded to in this document.

### Comments on the Agency Plan Update in General:

One of the Resident Advisory Board topics covered Section 8 programs that are included in the Annual Plan update. The RAB made the following recommendations:

Create a Section 8 Tenant Association

Expand the landlord outreach process.

Publish a Section 8 Newsletter at least quarterly.

Expand of Family Self-Sufficiency Programs for tenants

AHA Response –

The Albany Housing Authority will be creating a separate Section 8 department and will name a new director in the very near future. The quarterly newsletter and expanded landlord outreach will be prioritized. The new department will also explore the feasibility of a Section 8 tenant association and the expansion of the FSS programs and report back to the executive director.

Comments received on the proposed Pet Policy:

Seniors who don't live in the seniors' apartment complex/ hi-rises should not have to pay the annual \$100.00 fee for their pets. And if they do then all seniors need to pay, you cannot discriminate based on where the seniors live they should all have the same rights within the PHA.

The \$100.00 fee should be divided up into 12 payments over the year.

The \$100.00 fee is too high.

The \$100.00 fee should be for the whole period in which they live in AHA.

The \$100.00 fee is too much for low income persons

Why are dogs only allowed in NY 9-7 Westview

Visitors to the Ida store should have a place to tie up their dogs while they shop.

The \$25.00 registration fee should be one time or be included in the \$100 fee.

The fish tanks size needs to higher than 20 gallons, we feel that a 35-gallon tank would be more appropriate.

AHA Response –

This proposed pet policy is based on regulations found in 24 CFR 960 (August 2000) and covers AHA developments that are not designated as projects or HUD-approved buildings for elderly or persons with disabilities. There is a separate set of regulations that cover pet ownership for elderly and persons with disabilities who live in designated and HUD-approved buildings. The regulations for elderly and persons with disabilities is found in 24 CFR Part 5, subpart C, section 5.300. In Part 5, subpart 5.300 dogs are an allowable pet for elderly and persons with disabilities in HUD-approved buildings that are designated for residents who are elderly or persons with disabilities. Only Westview Homes has this HUD-approved designation is covered by a separate policy.

(Note - Service dogs where qualified are not covered by this restriction)

Under the regulations covering the proposed pet policy the public housing authority is allowed to define "allowable household pets." In doing so, AHA has determined that due to the density of residents living in multi-storied and multi-dwelling developments and the potentially high number of dogs that could be housed in these buildings would create an undue financial hardship on the authority by increasing its liability, maintenance and grounds upkeep expenses. Residents will be allowed to have a cat, bird, fish, or other small animal as defined in the policy, which are contained within the unit, thus posing minimal additional external upkeep on the part of the pet owner or the authority.

Only single-family detached units (NY 9-21) will be allowed to have a dog in accordance with the new pet policy.

In response to the \$100.00 fee. This fee is an additional and refundable deposit to offset the cost of any damages that a pet may cause to an apartment. It is a one-time refundable fee payable with the non-refundable registration of a pet. If the tenant vacates with no pet-caused damages than the \$100.00 will be returned.

The Authority will allow residents to pay this fee in no more than 5 installments not to exceed 5 consecutive months at \$20.00 minimum payment per month. Residents may pay the full amount at any time during the 5 month period.

Whereas the security deposit required of all tenants is paid at move-in and is used to pay for any unpaid rent or tenant-caused damages upon vacate, the pet deposit will be used strictly for pet-related damages and/or clean-up, including but not limited to scratches, stains, damaged floors, carpets, walls, cabinetry, woodwork, windows, etc. caused by the pet.

In response to the increase in size to the allowable fish tank, AHA will increase the allowable size to include up to a 35-gallon capacity fish tank.

In response to the initial \$25.00 registration fee, this fee is a nominal non-refundable fee allowed in 24 CFR part 960 to cover the reasonable operating costs to the development related to the presence of pets. AHA will only charge this fee once per pet registration.

No dogs should be present on AHA property where dogs are specifically not allowed. This includes visitors to any business located on AHA property. The liability of the pet owner for the behavior of the animal is a big responsibility. AHA feels that if a person has reason to be on AHA property at any time for the purpose of visiting a resident or an on-site program or other business, the animal should be left home or under the care of another responsible party off the premises.

AHA has removed the requirement for pet liability insurance.

#### Comments on Capital Fund Program

*Ida Yarbrough:*

260- 270 Ida Yarbrough needs to have the elevators upgraded

Smell of natural gas from boiler room at 270

One line item shows gutters at the Low Rise Community Center. What work is planned?

AHA Response –

The Ida Yarbrough elevators in buildings 260 and 270 are included in the Capital Fund Program budget for fiscal year 2001, and in 2002 and 2003. Construction document preparation can begin this year. The controllers will be replaced upon the authority's acceptance of a reasonable bid from qualified contractors.

The smell of gas from the boiler room at 270 was referred to maintenance and the problem will be fully investigated and fixed as soon as possible.



New gutters will be installed at the High Rise Link and Low Rise community building. This will prevent water from draining down the brick causing a mold at the low Rise building.

This site is included in the authority's energy performance assessment contract and includes boiler rooms.

Fascia will be replaced where missing on the roof at 1 Ida Yarbrough.

The brick on the high rises will be cleaned.

*Steamboat Square Townhouses:*

Upgrade from electric to gas needs to be a priority

Steamboat Square needs an increase in the electric utility allowance because of the increase cost to heat these apartments.

AHA Response –

Under the energy performance contract, all developments, including the Steamboat Square townhouses, are being assessed to determine the best method for upgrading equipment and buildings to use energy efficiently. This includes the conversion of the Steamboat Square townhouses from electric heat to gas heat.

Annually, the Authority reviews utility costs and adjustments to utility allowances where needed. When approved by the AHA Board of Commissioners, the new utility allowances will become effective and residents will have an adjustment in their total tenant payments.

*Steamboat Square High Rises  
230 Green Street*

The residents had commented previously and again at the hearing about the ventilation in 230 Green Street.

Roof over back entrance has a lot of standing water on it and will attract mosquitoes if not fixed.

Walkway coating is deteriorating. It is cleaned regularly by maintenance.

AHA Response –

The ventilation is being evaluated as a part of the Energy Performance Contract. Also as a part of this contract, the heating system and the individual unit fans will be assessed. We hope to install better individual controls in the time frame of the 5-year plan.

Maintenance will investigate the roof in question and make any required repairs. Better drainage will be looked into.

The outside walkways at 230 Green Street are included in the Capital Fund Program and will be recoated with material that takes only 4 hours to dry. The previous material took nearly 48 hours and this was not convenient for residents.

AHA included the following comments for *Ezra Prentice* while reviewing the CFP plans –

Large-scale renovation of NY 9-13 Ezra Prentice is included in the master plan. Items will include replacement of the refrigerators and the installation of a new fence along the railroad trackside of the development.

Kitchens on the track side will be upgraded. Other major improvements are targeted for 2002.

*General Comment*

One resident commented about the Tenant Training line item being increased back to where it was in the previous year.

AHA Response –

AHA is unable to increase this line item this year due to the loss of \$500,000 in Capital Funds from the previous year. If funds increase in subsequent years, an increase in this line item may be considered.

Summary

The Public Hearing had five residents in attendance, including two tenant commissioners and the president of the Tenant Leadership Council/RAB. Other than the recommendations and comments of those in attendance at the public hearing and the submissions of the RAB, no other comments were received for the annual plan update.

Annual Statement/Performance and Evaluation Report  
**Part I: Summary**  
 Capital Fund Program (CFP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/96)

HA Name <b>Albany Housing Authority</b>	Comprehensive Grant Number NY06P00950100	FFY of Grant Approval <b>07/2000</b>
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Original Annual Statement   
  Reserve for Disasters/Emergencies   
  Revised Annual Statement/Revision Number \_\_\_\_\_   
  Performance and Evaluation Report for Program Year Ending 12/31/00  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
<b>1</b>	Total Non-CGP Funds				
<b>2</b>	1406 Operations (May not exceed 10% of line 19)	\$1,000			
<b>3</b>	1408 Management Improvements	\$316,697			
<b>4</b>	1410 Administration	\$316,197		\$316,197	\$35,714.58
<b>5</b>	1411 Audit	\$0			
<b>6</b>	1415 Liquidated Damages	\$0			
<b>7</b>	1430 Fees and Costs	\$187,302			
<b>8</b>	1440 Site Acquisition	\$0			
<b>9</b>	1450 Site Improvements	\$1,000			
<b>10</b>	1460 Dwelling Structures	\$1,125,200			
<b>11</b>	1465.1 Dwelling Equipment - Nonexpendable	\$70,000			
<b>12</b>	1470 Nondwelling Structures	\$419,218			
<b>13</b>	1475 Nondwelling Equipment	\$0			
<b>14</b>	1485 Demolition				
<b>15</b>	1490 Replacement Reserve				
<b>16</b>	1495.1 Relocation Costs	\$0			
<b>17</b>	1492 Moving to Work Demonstration				
<b>18</b>	1498 Mod Used for Development	\$725,358			
<b>19</b>	1502 Contingency (may not exceed 8% of line 18)	\$0			
<b>20</b>	Amount of Annual Grant (sum of lines 2-18)	\$3,161,972		\$316,197	\$35,714.58
<b>21</b>	Amount of line 16 Relating to LBP Activities	\$0			
<b>22</b>	Amount of line 16 Relating to Section 504 Compliance	\$0			
<b>23</b>	Amount of line 16 Relating to Security	\$0			
<b>24</b>	Amount of line 16 Relating to Energy Conservation Measures	\$0			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date  <b>01/31/01</b>	Signature of Public Housing Director/Office of Native American Programs Administrator and Date
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Annual Statement/Performance and Evaluation Report  
**Part II: Supporting Pages**  
 Capital Fund Program (CFP)

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

OMB Approval No. 2517-0157 (Exp. 7/31/98)

07/2000

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity		Total Estimated Cost		Total Estimated Cost		Status of Proposed Work (2)
					Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
NY9-1 Robert Whalen Homes	Repoint Masonry	1460	0.3	Site	\$5,000				A&E RFP being written A&E RFP being written
	New Window(s) (460 total)	1460	460	Opngs.	\$210,000				
	Sub-Total:				\$215,000				
	A&E Fees	1430			\$77,200				
NY 9-2 Edwin Corning Homes	No Work Items								
	Sub-Total:				\$0				
	A&E Fees	1430							
NY 9-3 Steamboat Square HR	Replace Large Slider Windows in 20 Ramsdelaer St	1460	0.5	Bldg.	\$31,000				Included in Energy Perf Contract in future year Contract Documents in Progress A & E Selection in Progress
	Administrative Office Building Parking Lot	1470	0.1	Bldg.	\$259,748				
	Relocate 3 Lincoln DSS to 200 Green & relocate 200 Green Boxing Pr	1470	1429	S.F.	\$50,000				
	Sub-Total:				\$340,748				
	A&E Fees	1430			\$27,260				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date

01/31/01

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Part II: Supporting Pages

Capital Fund Program (CFP)

and Urban Development

Office of Public and Indian Housing

07/2000

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev. Account Number	Quantity		Total Estimated Cost		Total Estimated Cost		Status of Proposed Work (2)
					Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
NY9-4 Lincoln Park Homes	Upgrade Elevator Controls to Solid State A.C.	1460	1	Bldg	\$195,000				Pending HOPE VI Application Pending HOPE VI Application Work In Progress Pending HOPE VI Application Pending HOPE VI Application Pending HOPE VI Application
	Convert 3 Lincoln NYS DSS space to Day Care	1470	2842	S.F.	\$89,470				
	Office Renovations (Floor 2-3) for Day Care Space (230 Green)	1470	14	S.F.	\$500				
	Ventilation for Maintenance Shop (1 Lincoln)	1460	1	space	\$10,000				
	Balance Air Handlers/Install Comdor AC coil	1460	1	Bldg	\$24,000				
	Replace Boiler Plant/Asbestos Rem/Apt Distribution	1460	0.005	Job	\$9,200				
	<b>Sub-Total:</b>					<b>\$338,170</b>			
A&E Fees		1430			\$27,054				
NY9-5L Ida Yarbrough Lowrise	No Work Items								
	<b>Sub-Total:</b>				<b>\$0</b>				
A&E Fees		1430			\$0				
NY9-5H Ida Yarbrough Highrise	No Work Items								
	<b>Sub-Total:</b>				<b>\$0</b>				
A&E Fees		1430			\$0				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

01/31/01

Annual Statement/Performance and Evaluation Report  
**Part II: Supporting Pages**  
 Capital Fund Program (CGP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

07/2000

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity		Total Estimated Cost		Total Estimated Cost		Status of Proposed Work (2)
					Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
NY 9-7 Westview Homes Highrise	Combine 20 Studio Apts. into 13 One Bedroom Apts.	1460	20	Apts	\$400,000				Contract Documents in Progress A&E RFP being developed Included in Energy Perf Contract
	Fence around transformer	1450	0.13	Job	\$1,000				
	Install A/C in Corridors	1460	0.9	Job	\$70,000				
	<b>Sub-Total:</b>				<b>\$471,000</b>				
	A&E Fees	1430			\$37,600				
NY9-11  Steamboat Square Townhouses	No Work Items								
	<b>Sub-Total:</b>				<b>\$0</b>				
	A&E Fees	1430			\$0				
NY9-12 Steamboat Square (His- toric Rehab)	No Work Items								
	<b>Sub-Total:</b>				<b>\$0</b>				
	A&E Fees	1430			\$0				
NY9-13 Ezra Prentice Homes	Install Aluminum Siding on sills/Replace rotten sills	1460	13	Bldgs.	\$50,000				Moved to a future year budget Moved to a future year budget Moved to a future year budget
	Replace/Repaint exterior panels. Add door livingroom hillside duplex	1460	8	Bldgs.	\$82,000				
	Encapsulate Vinyl Asbestos Floor Tile	1460	0.5	Site	\$119,000				
	<b>Sub-Total:</b>				<b>\$251,000</b>				
	A&E Fees	1430			\$20,000				

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Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

01/31/01

Annual Statement/Performance and Evaluation Report  
**Part II: Supporting Pages**  
 Capital Fund Program (CGP)

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

OMB Approval No. 2517-0153 (Exp. 7/31/80)

07/2000

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Total Estimated Cost			Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	
MY9-22 Scattered Sites Replacement	Acquisition & Rehabilitation of 42 units	1408	6.58	\$725,338			DHCR Grant Received A&E RFP being developed
	A&E Fees	1430		\$725,358			
Management Improvement	Sub Total:			\$58,029			
	Maintenance Response Initiative	1408		\$38,000			In Progress
	Computer software upgrade	1408		\$8,000			In Progress
	LBP training	1408		\$1,000			In Progress
	Maintenance mgt improvements	1408		\$10,000			In Progress
	Satellite Training Initiative & Marketing Coordinator	1408		\$45,000			In Progress
	Operations Management Improvement	1408		\$7,000			In Progress
	Personnel Technician	1408		\$31,850			In Progress
	Technical Assistance with HUD OI/WRA	1408		\$15,000			In Progress
	Implementation Assistance with Asset Mgmt	1408		\$20,000			In Progress
	Project Based Budgeting Implementation Assistance	1408		\$15,000			In Progress
	Partnership Process	1408		\$7,000			In Progress
	PHA wide Police Patrol	1408		\$13,847			In Progress
	Economic Development & Wage Center Coordinator	1408		\$55,000			In Progress
	Tenant Newsletter	1408		\$5,000			In Progress
	Tenant Security Patrol	1408		\$500			In Progress
	Utility Conservation Program	1408		\$1,000			In Progress
Tenant Relations Training	1408		\$8,000			In Progress	
9-5 Community Center Staff	1408		\$36,000			In Progress	
9-5 Community Center Coordinator	1408		\$1,000			In Progress	
PHAS Consultant	1408		\$500			In Progress	
PHAS Deficiencies	1408		\$0			In Progress	
KID Improvement District	1408		\$0			In Progress	
Sub-Total:				\$316,697			
Administration	Staff Costs	1410		\$316,197		\$35,714.58	
Fees & Costs	Individual Developments	1430		\$187,302			

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01/31/01

Annual Statement/Performance and Evaluation Report  
**Part III: Implementation Schedule**  
 Capital Fund Program (CFP)

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

CFP Approval No. 2071-0151 (Exp. 10/1996)

07/2000

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
NY9-1 Robert Whalen Homes	09/30/2002			09/30/2003			
NY9-2 Edwin Corning Homes      No work items							
NY9-3 Steamboat Square Hi-Rise	09/30/2002			09/30/2003			
NY9-4 Lincoln Park Homes	09/30/2002			09/30/2003			
NY9-5H Ida Yarbrough Homes Hi-Rise      No work items							
NY9-5L Ida Yarbrough Homes Low-Rise      No work items							
NY9-7 Westview Homes	09/30/2002			09/30/2003			
NY9-11 Steamboat Square Townhouses	09/30/2002			09/30/2003			
NY9-12 Steamboat Square Historic Rehabs      No work items							
NY9-13 Ezra Prentice Homes      No work items	09/30/2002			09/30/2003			

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01/31/01



**Annual Statement/Performance and Evaluation Report**  
**Part III: Implementation Schedule**  
 Capital Fund Program (CFP)

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

OMB Approval No. 2577-0137 (Exp. 11/31/98)

07/2000

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
NY9-22 Scattered Sites Replacement	09/30/2002			09/30/2003			
Maintenance Response Initiative	09/30/2002			09/30/2003			
Computer software upgrade	09/30/2002			09/30/2003			
LBP training	09/30/2002			09/30/2003			
Maintenance mgt improvements	09/30/2002			09/30/2003			
Satellite Training Initiative & Marketing Coordinator	09/30/2002			09/30/2003			
Operations Management Improvement	09/30/2002			09/30/2003			
Personnel Technician	09/30/2002			09/30/2003			
Technical Assistance with HUD QHWRA	09/30/2002			09/30/2003			
Implementation Assistance with Asset Mgmt	09/30/2002			09/30/2003			
Project Based Budgeting							
Implementation Assistance	09/30/2002			09/30/2003			
Partnership Process	09/30/2002			09/30/2003			
PHA wide Police Patrol	09/30/2002			09/30/2003			
Economic Development & Wage Center Coordinator	09/30/2002			09/30/2003			
Tenant Newsletter	09/30/2002			09/30/2003			
Tenant Security Patrol	09/30/2002			09/30/2003			
Utility Conservation Program	09/30/2002			09/30/2003			
Tenant Relations Training	09/30/2002			09/30/2003			
9-5 Community Center Staff	09/30/2002			09/30/2003			
9-5 Community Center Coordinator	09/30/2002			09/30/2003			
PHAS Consultant	09/30/2002			09/30/2003			
PHAS Deficiencies	09/30/2002			09/30/2003			
KID Improvement District	09/30/2002			09/30/2003			

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01/31/01

**Component 3,(6) Deconcentration and Income Mixing**

- a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation)[see step 5 at §903.2(c)(1)(v)]

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name <b>Albany Housing Authority</b>	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No.: NY06R00950100	Federal FY of Grant: <b>2001</b>
---	--	-------------------------------------

Original Annual Statement    Reserve for Disasters/Emergencies    Revised Annual Statement/Revision Number \_\_\_\_    Performance and Evaluation Period Ending \_\_\_\_  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 10% of line 20)	\$0			
3	1408 Management Improvements (Soft Costs)	\$0			
	1408 Management Improvements (Hard Costs)				
4	1410 Administration	\$0			
5	1411 Audit	\$0			
6	1415 Liquidated Damages	\$0			
7	1430 Fees and Costs	\$0			
8	1440 Site Acquisition				
9	1450 Site Improvements	\$0			
10	1460 Dwelling Structures	\$0			
11	1465.1 Dwelling Equipment-Nonexpendable	\$0			
12	1470 Nondwelling Structures	\$0			
13	1475 Nondwelling Equipment	\$0			
14	1485 Demolition	\$0			
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$0			
18	1499 Development Activities	\$82,728			
19	1502 Contingency (may not exceed 8% of line 20)	\$0			
20	<b>Amount of Annual Grant (sum of lines 2-19)</b>	<b>\$82,728</b>			
	Amount of line X Relating to LBP Activities	\$0			
	Amount of line X Relating to Section 504 Compliance	\$0			
	Amount of line X Relating to Security (Soft Costs)	\$0			
	Amount of line X Relating to Security (Hard Costs)				
	Amount of line X Relating to Energy Conservation Measures				
	Collateralization Expense or Debt Service	\$0			

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Signature of Executive Director and Date

April 16, 2001

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Annual Statement/Performance and Evaluation Report

Capital Fund Program (CFP) and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PIHA Name

Albany Housing Authority

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Grant Type and Number Grant Fund Program Grant No.: Replacement Housing Factor Grant No.: NY06R00950100			Federal FY of Grant
				Total Estimated Cost		Total Actual Cost	
				Original	Revised (1)	Funds Obligated (2)	
NY9-1 Robert Whalen Homes	No Work Items  A&E Fees  Sub-Total:	1430		\$0		2001 4/16/01	
NY 9-2 Edwin Corning Homes	No Work Items  A&E Fees  Sub-Total:	1430		\$0			
NY 9-3 Steamboat Square HR	No Work Items  A&E Fees  Sub-Total:	1430		\$0			
NY9-4 Lincoln Park Homes	No Work Items  A&E Fees  Sub-Total:	1430		\$0			
NY9-5L Ida Yarbrough Lowrise	No Work Items  A&E Fees  Sub-Total:	1430		\$0			
NY9-5H Ida Yarbrough Highrise	No Work Items  A&E Fees  Sub-Total:	1430		\$0			

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April 16, 2001

Annual Statement/Performance and Evaluation Report

Capital Fund Program (CFP) and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name:

Albany Housing Authority

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Grant Type and Number Grant Fund Program Grant No.: Replacement Housing Factor Grant No.: NY06R00950100			Federal FY of Grant 2001 4/16/01
				Total Estimated Cost		Total Actual Cost	
				Original	Revised (1)	Funds Obligated (2)	
NY 9-7 Westview Homes	No Work Items A&E Fees Sub-Total:	1430		\$0			
NY 9-11 Steamboat Square Townhouses	No Work Items A&E Fees Sub-Total:	1430		\$0			
NY9-12 Steamboat Square Historic	No Work Items A&E Fees Sub-Total:	1430		\$0			
NY9-13 Ezra Prentice Homes	A&E Fees Sub-Total:	1430		\$0			
NY 9-22 Scattered Sites	Acquisition & Rehabilitation of 42 Units A&E Fees Sub-Total:	1499 1430		\$82,728 \$0			
Management Improvements	Sub-Total:	1408		\$0			
Administration	Staff Costs	1410		\$0			
Fees & Costs	Individual Developments	1430		\$0			

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**Annual Statement/Performance and Evaluation Report  
 Capital Fund Program (CFP) and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
 Part III: Implementation Schedule**

PHA Name		Grant Type and Number					Federal FY of Grant	
Albany Housing Authority		Grant Fund Program Grant No.: Replacement Housing Factor Grant No.: NY06R00950100					2001 4/16/01	
Development Number/Name HA Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)	
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)		
NY9-1 Robert Whalen Homes	No work items							
NY9-2 Edwin Corning Homes	No work items							
NY9-3 Steamboat Square HR	No work items							
NY9-4 Lincoln Park Homes	No work items							
NY9-5H Ida Yarbrough Homes HR	No work items							
NY9-5L Ida Yarbrough Homes LR	No Work Items							
NY9-7 Westview Homes	No work items							
NY9-11 Steamboat Square Townhouses	No work items							
NY9-12 Steamboat Square Historic Rehabs	No work items							
NY9-13 Ezra Prentice Homes	No work items							
NY9-22 Scattered Sites Replacement			09/30/2003			09/30/2004		

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 April 16, 2001

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**ALBANY HOUSING AUTHORITY**

**PET POLICY**

1. Purpose

In compliance with Section 526 of the Quality Housing and Work Responsibility Act of 1998, the Housing Authority sets forth the following reasonable restrictions to residents who wish to keep a common household pet in their unit. Residents failing to adhere to these requirements will face lease termination.

a. Common household pets are restricted to:

Birds – including canary, parakeet, finch and other species that are normally kept caged; birds of prey are prohibited.

Fish – Tanks or aquariums are not to exceed 35 gallons in capacity. Poisonous or dangerous fish are not permitted. Only one- (1) tank or aquarium is permitted per apartment.

Dogs– Not to exceed thirty- (30) pounds at time of maturity. All dogs must be neutered or spayed. Dog breeds including Rottweilers, Doberman pinsers, German Shepards, and pit bulls, or combinations thereof, are not permitted.

Small animals – gerbil, guinea pig, hamster (no more than two total per household).

*Albany Housing Authority allows for dog ownership ONLY in scattered site single homes (NY 9-21) and only with the pre-approval of the Albany Housing Authority.*

Cats – Only domestic felines are permitted. All cats must be neutered or spayed.

Prohibited Pets include but are not limited to unconventional and endangered animals such as snakes, reptiles, monkeys, rodents (mice/rats), circus animals, lizards, salamanders, turtles, chameleon, ferrets, crocodiles/alligators, etc.

2. Registration

Every pet must be registered with the Housing Authority's management prior to moving the pet into the unit and registration must be updated annually. Registration requires the following:

a. A certificate signed by a licensed veterinarian, or a state or a local authority empowered to inoculate animals (or designated agent of such authority), stating that the animal has received all inoculations required by state and local law, if applicable.

b. Proof of current license, if applicable (dogs, cats).

c. Identification tag bearing the owner's name, address, and phone number (dogs, cats.)

d. A non-refundable initial registration fee of \$25.00

e. Proof of neutering/spaying, if applicable (dogs, cats.)

f. Photograph (no smaller than 3" X 5") of pet or aquarium.

g. Fish – size of tank must be registered

3. Licenses and Tags

Every dog and cat (if required under local law) must have the appropriate animal license, a valid rabies tag and a tag bearing the owner's name, address and phone number. All dogs and cats must wear all tags while not in the owner's unit. All licenses and tags must be current.

4. Density of Pets

Only one- (1) dog (where allowed) or cat per household will be allowed; or only two-(2) small birds or one –(1) large bird will be allowed per apartment; or, no more than two – (2) pets in the small animal category (gerbil, hamster, guinea pig). The Housing Authority only will give final approval on type and density of pets.

5. Pet Offspring

No pet, already pregnant, may be introduced into any unit. Veterinarian certification is required.

6. Visitors and Guests

No visitor or guest will be allowed to bring pets on the premises at any time. Residents will not be allowed to pet sit, harbor, or house a pet without fully complying with this policy.

Feeding or caring for stray animals is prohibited and will be considered keeping a pet without permission.

7. Pet Restraints

1. All dogs must be on a leash when not in the owner's apartment. The leash must not be longer than five- (5) feet.

2. Cats must be in a caged container or on a leash when taken out of the owner's apartment.

3. Birds and small animals must be in a cage when inside of the resident's apartment or entering or leaving the building.

8. Liability

Residents owning pets shall be liable for the entire amount of all damages to the Housing Authority premises caused by their pet and all cleaning, defleaing and deodorizing required because of such pet. Pet owners shall be strictly liable for the entire amount of any injury to the person or property of other residents, staff or visitors of the Albany Housing Authority caused by their pet, and shall indemnify the Albany Housing Authority for all costs of litigation and attorney's fees resulting from such damage.

9. Sanitary Standards and Waste Disposal

- a. Litter boxes must be provided for cats with use of odor-reducing chemicals/litter. Residents with litter boxes must clean them regularly. Noncompliance may result in removal of the pet. The Housing Authority reserves the right to impose a mandatory twice-weekly litter box cleaning as



needed. Litter box garbage shall be placed in a sturdy plastic bag and deposited in the appropriate garbage container and/or trash compactor.

- b. Pets must be flea & tick free. Should flea extermination become necessary, cost of such extermination will be charged to pet owner.
- c. In accordance with city law, pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances of removal of pet feces by staff and where damages occur to Authority property due to pet. More than three- (3) such charges during a twelve-month period may be cause for pet removal and/or lease termination.
- d. All pet waste must be placed in a plastic bag and tied securely to reduce odor and placed in designated garbage container and/or trash compactor.
- e. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. A housekeeping inspection shall be conducted after 30 days of pet moving into the household. If the household fails the housekeeping inspection, which constitutes a failure to care for the pet in an appropriate manner; a notice of violation will be issued and the household will have seven- (7) days to correct the deficiencies. Pet owner's apartments may be subject to inspections once a month if complaints are received or problems occur or are suspected.

#### 10. General Rules

The resident agrees to comply with the following rules imposed by the Housing Authority:

- a. No pet shall be tied up anywhere on Authority property and left unattended for any amount of time.
- b. Pet owners will be required to make arrangements for their pet's care in the event of vacation or hospitalization.
- c. Doghouses are not allowed on Authority property.
- d. Additional fencing or other containment areas are not allowed on Authority property.
- e. Residents are expected to have full control of their animals at all times.

#### 11. Pet Areas

- a. Restrictions: At no time will pets be allowed in any public area such as community space, laundry rooms, sitting rooms, etc. Pets should only be in the lobby when entering or leaving the building.
- b. Approved Areas: Pets shall only be allowed to be exercised in areas clearly marked by the Housing Authority for pet use. If no area is designated, pets must be exercised off of AHA property.

#### 12. Pet Rule Violation and Pet Removal

- a. If it is determined on the basis of objective facts, supported by written statement, that a pet owner has neglected to appropriately care for a pet and has violated a rule governing the pet policy, the Housing Authority shall serve a notice of pet rule violation on the pet owner. Serious or repeated violations may result in pet removal or termination of the pet owner's tenancy, or both.
- b. If a pet poses a nuisance such as excessive noise, barking, odor, or whining, or other annoying behavior, which disrupts the peace and quality of life of other residents, owner will permanently remove the pet from premises upon request of management within

*Albany Housing Authority  
Admissions and Continued Occupancy Policy  
November 1999*

forty-eight- (48) hours. Nuisance complaints regarding pets are subject to immediate inspections.

- c. If a pet owner becomes unable either through hospitalization, or illness, to care for the pet and the person so designated to care for the pet in the pet owner's absence refuses or is unable physically to care for the pet, the Housing Authority can officially remove the pet. Animal control will be called to remove the pet. The Authority accepts no responsibility for pets so removed.

13. Rule Enforcement

Violation of these pet rules will prompt a written notice of violation. The pet owner will have five- (5) days to correct a deficiency.

14. Damage Deposit

A "Pet Damage Deposit" of \$100.00 will be required for all pets. The "Pet Damage Deposit" must be paid in no more than five –(5) equal and monthly installments (\$20.00 minimum payment per month). A resident may choose to pay the full amount in less than five –(5) months. The pet deposit will be used to pay reasonable expenses directly attributable to the presence of the pet in the development including (but not limited to) the cost of repairs and replacements to, and fumigation of, the resident's dwelling unit, and any other area that is directly affected. Such damages may include, but is not limited to chewing damage, scratches to floor, doors, woodwork, walls, molding, screens, windows; claw marks, water damage, feces/urine stains and /or odors, plumbing damage due to illegally flushing of animal waste, litter, hair, etc.

Damages will be assessed as they are discovered or noted by staff, contractors, visitors, guests, etc. Damage reports will be made and a copy given to the resident and a copy will be put in their tenant file. Repeat occurrences of damages will result in the rescission of pet ownership privileges.

The "Pet Damage Deposit" will be returned upon vacate of the apartment the owner upon satisfaction of all damage payments assessed. In the event that the pet owner is no longer able to have a pet, the pet owner may apply for a refund of the pet deposit less any damages charged if applicable.

15. Denial of Pets

Residents may be denied pet registration approval if management determines that the tenant was/is unable to fulfill their past or future obligations as a pet owner or are unable to adhere to the terms of the lease or pet rules.

16. Exceptions

- a. Service Animals: This policy does not apply to service animals that are used to assist persons with disabilities. This exclusion applies to service animals that reside in the development, as well as service animals used to assist persons with disabilities that visit the development. Pets used for the purpose of aiding residents with disabilities must have appropriate certification. The Housing Authority shall maintain a list of agencies that provide and/or train animals to give assistance to individuals with disabilities.
- b. K-9 Service Animals: Police officers, under the public housing police officer program, who move in with K-9 service animals are exempt from this policy. Only the K-9 animal is exempt; family pets shall not be exempt.
- c. Persons with approved service animals are expected to follow the appropriate rules on pet control, behavior, health and welfare, and pet waste.

*Albany Housing Authority  
Admissions and Continued Occupancy Policy  
November 1999*

17. The Pet Policy is a part of the Lease Agreement by addendum. The following acknowledgement will become a part of the lease by addendum and must be executed by the Housing Authority representative and the head of household at initial and subsequent lease terms. The resident and AHA management will complete a separate registration form.

**ACKNOWLEDGEMENT OF RECEIPT**

An Albany Housing Authority representative has reviewed the Pet Policy in its entirety and has fully explained the rules and regulations regarding pet ownership. Dated \_\_\_\_\_  
\_\_\_\_\_

PHA Representative \_\_\_\_\_  
Printed Name  
Date  
Signature

Head of Household \_\_\_\_\_  
Printed Name  
Date  
Signature

Other Adult in HH \_\_\_\_\_  
Printed Name  
Date  
Signature

Other Adult in HH \_\_\_\_\_  
Printed Name  
Signature

**ALBANY HOUSING AUTHORITY  
5-YEAR PLAN  
GOALS & OBJECTIVES UPDATE**

Albany Housing Authority has modified some of its goals and objectives to its initial 5-year Plan as a result of goals and/or objectives having been met or a change in the expected date of completion of the goal or objective. Nothing contained in this update represents a substantial modification to the initial PHA Plan. This update was available to residents at the public hearing.

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

- Other (list below)
  1. Apply for additional HOPE VI for the South End to include NY 9-4 Lincoln Square by 6/30/00.  
> **REAPPLY FOLLOWING YEARS UNTIL FUNDED**
- PHA Goal: Improve the quality of assisted housing  
Objectives:
  2. AHA will implement a plan for unit turnaround reduction so we can fill our public housing units within 30 days of becoming vacant by 12/1/01  
> **12/01/2002**
- Improve voucher management: (SEMAP score)
  1. AHA will achieve a program utilization rate of 98% for Section 8 assistance by 6/30/01.  
> **6/30/2002**
- PHA Goal: Increase assisted housing choices  
Objectives:
  5. AHA will attract 20 new landlords to participate in the voucher program by 6/30/02.  
> **Goal Met by 12/31/2001**

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Other: (list below)
    1. Performing a targeted assessment of the community to determine the need for accessible units, including but not limited to assessing the need for special accommodations, services, etc. by 6/30/01.  
> **By 12/31/2001**
  - Other PHA Goals and Objectives: (list below)

GOAL: IMPROVE AHA's PUBLIC IMAGE

Objectives:

2. AHA will take over entire grounds and exterior areas at all sites by 6/30/01.  
> **Goal Met by 6/30/2000**
4. Create an AHA web page for Internet by 6/30/00

**> Goal Met by 6/30/2000**

5. Prioritize the Comprehensive Grant Program (Capital Fund for Modernization) to site work by 6/30/00.

**> Goal Met by 6/30/2000**

**GOAL: PROTECT AND ENHANCE THE MARKETABILITY AND CURB APPEAL OF BUILDINGS, GROUNDS AND SYSTEMS AND DELIVER EFFICIENT AND PROFESSIONAL SERVICES TO RESIDENTS**

**Objectives:**

17. Assign a second dedicated maintenance worker to the Risk Management Department to complete inspection work orders by 6/30/01.

**>By 6/30/2002**

18. Implement the career ladder/maintenance-training program with established certification levels and promotional incentives by 6/30/01.

**>By 6/30/2002**

**GOAL: CREATIVELY AND AGGRESSIVELY EMBRACE DECENTRALIZATION AND ASSET MANAGEMENT**

**Objectives:**

1. Executive Director will work individually with all department heads to develop a draft "asset management" implementation plan by 9/2000 that will address decentralization and asset management.

**> By 09/2001**

- The draft plan will be presented by the Executive Director at a department head meeting on or before 11/15/00 for review and comment by staff.
- **> By 11/15/2001**
- Staff to comment and return to committee by 1/15/01
- **> By 01/15/2002**
- Presentation to and adoption by Board by 4/30/01
- **> By 04/30/2002**
- Implementation of the plan by 7/1/01
- **> By 07/01/2002**

**Demolition and Disposition**

Demolition of NY009004 - 42 units at Lincoln Park Homes

7. Timeline for activity:

a. Actual or projected start date of activity: 03/01/02

b. Projected end date of activity: 05/31/02

Demolition of NY009003 – 100 units at Steamboat Square

7. Timeline for activity:

a. Actual or projected start date of activity: 03/01/02

b. Projected end date of activity: 05/31/02

**>both timelines will change to:**

**a. Actual or projected start date of activity: 06/01/02**

**b. Projected end date of activity: 09/30/02**

## **Resident Advisory Board**

### **Comments on the AHA Annual Plan and Agency Plan**

#### **Pet Policy**

We feel that the seniors who don't live in the seniors' apartment complex/ hi-rises should not have to pay the annual \$100.00 fee for their pets. And if they do then all seniors need to pay you cannot discriminate based on where the seniors live they should all have the same rights within the PHA.

Some feel that the \$100.00 fee should be divided up into 12 payments over the year.

Some feel that the \$100.00 fee is too high.

Some feel that the \$100.00 fee should be for the whole period in which they live in AHA.

The fish tanks size needs to higher than 20 gallons, we feel that a 35 gallon tank which would be more appropriate.

#### **Section 8**

Section 8 Tenant Association

Expansion of the landlord outreach process.

Section 8 Newsletter quarterly.

Expansion of Family Self-Sufficiency Programs for tenants.

#### **AHA Complexes**

**9-5 hi has a work order and we would like to see the following done this fiscal year:**

260- 270 needs to have the elevators upgraded. 270 elevator no good.

9-5 Hi The boiler room at 270 has a bad gas leak that has been reported but not fixed to the proper standards.

**9-11 / Steamboat Square townhouses has a work items for this fiscal year.**

Steamboat square upgrade from electric to gas needs to be a priory

Steamboat Square needs an allotment increase in the fact that electric is running very high to heat these apartments.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

PART I: Summary

PHA Name <b>Albany Housing Authority</b>	Grant Type and Number Capital Fund Program Grant No: NY06P00950100 Replacement Housing Factor Grant No.:	Federal FY of Grant 2001
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Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number \_\_\_\_  Performance and Evaluation Period Ending \_\_\_\_  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 10% of line 20)	\$1,000			
3	1408 Management Improvements (Soft Costs)	\$259,249			
	1408 Management Improvements (Hard Costs)				
4	1410 Administration	\$259,249			
5	1411 Audit	\$0			
6	1415 Liquidated Damages	\$0			
7	1430 Fees and Costs	\$153,457			
8	1440 Site Acquisition				
9	1450 Site Improvements	\$431,000			
10	1460 Dwelling Structures	\$849,883			
11	1465.1 Dwelling Equipment - Nonexpendable	\$66,000			
12	1470 Nondwelling Structures	\$442,655			
13	1475 Nondwelling Equipment	\$70,000			
14	1485 Demolition	\$10,000			
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$0			
18	1499 Development Activities	\$50,000			
19	1502 Contingency (may not exceed 8% of line 20)	\$0			
20	Amount of Annual Grant (sum of lines 2-19)	\$2,592,493			
	Amount of line X Relating to LBP Activities	\$0			
	Amount of line X Relating to Section 504 Compliance	\$0			
	Amount of line X Relating to Security (Soft Costs)	\$0			
	Amount of line X Relating to Security (Hard Costs)				
	Amount of line X Relating to Energy Conservation Measur				
	Collateralization Expense or Debt Service	\$0			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date  
 April 16, 2001

Signature of Public Housing Director/Office of Native American Programs Administrator and Date



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program (CFP) and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name Development Number/Name HA Wide Activities	Albany Housing Authority				Grant Type and Number			Federal FY of Grant
	General Description of Major Work Categories	Dev Account Number	Quantity	Original	Total Actual Cost		Status of Proposed Work (2)	
					Revised (1)	Funds Obligated (2)		
NY9-1 Robert Whalen Homes	Landscaping/Drainage/Trash Structure/Paving/Fence	1450	0.6	\$400,000			2001 4/16/01	
	Repoint Masonry	1460	2	\$5,000				
	Stairs & Balconies	1460	2	\$80,000				
	Signage	1460	1	\$2,000				
	A/C In Day Care Center/Manager's Office	1470	0.05	\$500				
	Manager's Office Improvements	1470	0.125	\$500				
	<b>Sub-Total:</b>				<b>\$488,000</b>			
	A&E Fees	1430			\$39,040			
	No Work Items							
	A&E Fees	1430			\$0			
NY 9-3 Streamboat Square HR	Sight Lighting	1450	1	\$30,000				
	Replace Refrigerators	1465.1	4	\$65,000				
	Main Entrance Flooring/Wallpaper/Lighting	1460	4	\$8,000				
	Administrative Office Building Parking Lot	1470	0.1	\$321,655				
	Renovate Central Storage/Central Shop	1470	1	\$100,000				
	Administrative Building Furniture	1475	0.56	\$70,000				
	Demolition of 159 Church Street	1485	0.0125	\$10,000				
	<b>Sub-Total:</b>				<b>\$604,655</b>			
	A&E Fees	1430			\$48,372			
	NY9-4 Lincoln Park Homes	Engineering Study of Bowling Brick	1430	0.16	\$500			
Install Tub Surrounds		1460	36	\$45,000				
Replace Boiler Plant/Asbestos Rem/Apt Distribution		1460	0.03	\$50,000				
Renovations Floor 2-3 for Day Care 230 Green		1470	0.13	\$20,000				
<b>Sub-Total:</b>					<b>\$115,500</b>			
A&E Fees		1430			\$9,240			

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**Annual Statement/Performance and Evaluation Report**

Capital Fund Program (CFP) and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

**Part II: Supporting Pages**

PHA Name				Grant Type and Number				Federal FY of Grant	
<b>Albany Housing Authority</b>				Grant Fund Program Grant No.: NY06P00950100				2001	
				Replacement Housing Factor Grant No.:				4/16/01	
Development Number/Name HA Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity		Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
					Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
NY9-5L Ida Yarbrough Homes	Fence around transformer	1450	0.5	Job	\$500				
	Lead Paint Testing	1460	0.03	Job	\$5,000				
	Foundation Study/Repairs Bldg 3, 4, & 5	1460	0.3	Bldg.	\$20,000				
	New Roof Community Room/Boys&Girls Club	1460	0.025	Roof	\$500				
	Signage	1460	0.21	Job	\$1,500				
	<b>Sub-Total:</b>					<b>\$27,500</b>			
	A&E Fees	1430			\$2,200				
NY9-5H Ida Yarbrough Highrise	Structural Study of Cracked Brick	1430	0.082	Study	\$328				
	Relandscape Link	1450	1	Study	\$500				
	Clean & Refurbish Building Exterior and Seal	1460	2	Bldgs.	\$150,000				
	Upgrade Elevator Controls	1460	1	Bldg.	\$195,220				
	Replace Refrigerators	1465.1	1.24	Apts.	\$500				
	Replace Ranges	1465.1	1.24	Apts.	\$500				
<b>Sub-Total:</b>					<b>\$347,048</b>				
	A&E Fees	1430			\$27,764				
NY 9-7 Westview Homes	Repipe Mech. Room Water Heater Distribution	1460	0.01	Job	\$500				
	<b>Sub-Total:</b>				<b>\$500</b>				
	A&E Fees	1430			\$40				
NY 9-11 Steamboat Square Townhouses	Renovate Kitchens	1460	16	Apts.	\$75,000				
	Replace floor Tile	1460	31	Apts.	\$33,883				
	Repair/Replace Closet Doors	1460	44	Apts.	\$27,280				
	<b>Sub-Total:</b>				<b>\$136,163</b>				
	A&E Fees	1430			\$10,893				
NY9-12 Steamboat Square Historic	No Work Items								
	<b>Sub-Total:</b>				\$0				
	A&E Fees	1430			\$0				

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Signature of Public Housing Director/Office of Native American Programs Administrator and Date

April 16, 2001

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program (CFP) and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

PHA Name

**Albany Housing Authority**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Total Estimated Cost			Total Actual Cost			Federal FY of Grant	Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Obligated (2)	Funds Expended (2)			
NY9-13 Ezra Prentice Homes	Replace Canopies/Supports/Repair Patio	1460	0.008	\$1,000					2001 4/16/01		
	Repair/Replace Kitchens	1460	40	\$150,000							
	A&E Fees	1430		\$151,000							
	Sub Total:			\$172,080							
NY 9-22 Scattered Sites	Acquisition & Rehabilitation of 42 Units	1498	1	\$50,000							
	A&E Fees	1430		\$50,000							
				\$3,080							
	Sub Total:			\$53,080							

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April 16, 2001

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program (CFP) and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Dev Account Number	Quantity	Total Estimated Cost			Total Actual Cost		Federal FY of Grant	Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)			
	Maintenance Response Initiative	1408		\$36,000				2001		
	Computer Software Upgrade	1408		\$8,000						
	LBP Training	1408		\$1,000						
	Maintenance Management Improvements	1408		\$10,000						
	Satellite Training Initiative & Marketing Coordinator	1408		\$45,000						
	Operations Management Improvement	1408		\$7,000						
	Personnel Technician	1408		\$500						
	Technical Assistance with HUD QHWRA	1408		\$1,000						
	Implementation Assistance with Asset Mgmt	1408		\$1,000						
	Project Based Budgeting Implementation Assistance	1408		\$1,000						
	Partnership Process	1408		\$7,000						
	PHA wide Police Patrol	1408		\$4,500						
	Economic Development & Wage Center Coordinator	1408		\$55,000						
	Tenant Newsletter	1408		\$5,000						
	Tenant Security Patrol	1408		\$33,749						
	Utility Conservation Program	1408		\$1,000						
	Tenant Relations Training	1408		\$5,000						
	9-5 Community Center Staff	1408		\$36,000						
	9-5 Community Center Coordinator	1408		\$1,000						
	PHAS Consultant	1408		\$500						
	PHAS Deficiencies	1408		\$0						
	KID Improvement District	1408		\$0						
	<b>Sub- Total:</b>			<b>\$259,249</b>						
<b>Administration</b>	<b>Staff Costs</b>	1410		<b>\$259,249</b>						
<b>Fees &amp; Costs</b>	<b>Individual Developments</b>	1430		<b>\$152,629</b>						

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 April 16, 2001

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program (CFP) and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part III: Implementation Schedule**

PHA Name	Albany Housing Authority	Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)				All Funds Expended (Quarter Ending Date)				Federal FY of Grant		
			Revised (1)		Actual (2)		Original		Revised (1)			Actual (2)	
			Original	Revised (1)	Actual (2)	Actual (2)	Original	Revised (1)	Actual (2)	Actual (2)			
NY9-1 Robert Whalen Homes			09/30/2003					09/30/2004				Reasons for Revised Target Dates (2)	
NY9-2 Edwin Corning Homes	No work items		09/30/2003					09/30/2004					
NY9-3 Steamboat Square Hi-Rise			09/30/2003					09/30/2004					
NY9-4 Lincoln Park Homes			09/30/2003					09/30/2004					
NY9-5H Ida Yarbrough Homes Hi-Rise			09/30/2003					09/30/2004					
NY9-5L Ida Yarbrough Homes Low-Rise			09/30/2003					09/30/2004					
NY9-7 Westview Homes			09/30/2003					09/30/2004					
NY9-11 Steamboat Square Townhouses			09/30/2003					09/30/2004					
NY9-12 Steamboat Square Historic Rehabs	No work items		09/30/2003					09/30/2004					
NY9-13 Ezra Prentice Homes			09/30/2003					09/30/2004					

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**April 16, 2001**

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**Annual Statement/Performance and Evaluation Report  
Capital Fund Program (CFP) and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part III: Implementation Schedule**

PHA Name	Albany Housing Authority Development Number/Name HA Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Grant Type and Number Grant Fund Program Grant No.: NY06P00950100 Replacement Housing Factor Grant No.:	Federal FY of Grant	
		Original	Revised (1)	Actual (2)	Actual (2)			Reasons for Revised Target Dates (2)
		09/30/2003	09/30/2003	09/30/2003	09/30/2004			
NY9-22	Scattered Sites Replacement	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Maintenance Response Initiative	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Computer software upgrade	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	LBP training	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Maintenance mgt improvements	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Satellite Training Initiative & Marketing Coordinator	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Operations Management Improvement	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Personnel Technician	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Technical Assistance with HUD QHWR	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Implementation Assistance with Asset Mgmt Project Based Budgeting	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Implementation Assistance	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Partnership Process	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	PHA wide Police Patrol	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Economic Development & Wage Center Coordinator	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Tenant Newsletter	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Tenant Security Patrol	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Utility Conservation Program	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	Tenant Relations Training	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	9-5 Community Center Staff	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	9-5 Community Center Coordinator	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	PHAS Consultant	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	PHAS Deficiencies	09/30/2003	09/30/2003	09/30/2003	09/30/2004			
	KID Improvement District	09/30/2003	09/30/2003	09/30/2003	09/30/2004			

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Signature of Executive Director and Date

**April 16, 2001**

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**Five-Year Action Plan  
Part J: Summary  
Capital Fund Program**

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

IA Name	Albany Housing Authority	Locality (City/County & State) Albany, New York	Work Statement Year 2 FFY: 2002	Work Statement Year 3 FFY: 2003	Work Statement Year 4 FFY: 2004	Work Statement Year 5 FFY: 2005
A. Development Number/Name	Work Statement for Year 1 FFY: 2001	<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No. _____				
NY 9-1 Robert Whalen Homes	See Annual Statement	\$28,000	\$111,000	\$5,000	\$37,800	
NY 9-2 Edwin Corning Homes		\$0	\$0	\$0	\$0	
NY 9-3 Steamboat Square - High Rise		\$263,496	\$388,784	\$464,569	\$160,847	
NY 9-4 Lincoln Park Homes		\$205,500	\$201,200	\$1,000,200	\$114,280	
NY 9-5L Ida Yarbrough Homes - Low Rise		\$10,000	\$160,500	\$4,500	\$314,511	
NY 9-5H Ida Yarbrough Homes - High Rise		\$82,000	\$304,000	\$2,000	\$27,750	
NY 9-7 Westview Homes		\$100,400	\$228,000	\$283,400	\$184,407	
NY 9-11 Steamboat Square		\$63,000	\$66,810	\$0	\$41,458	
NY 9-12 Steamboat Square, Historic Rehabs		\$3,237	\$72,100	\$0	\$45,335	
NY 9-13 Ezra Prentice Homes		\$1,164,733	\$387,972	\$160,697	\$973,978	
NY9-23 Scattered Sites Replacement (see Item J Below)		\$0	\$0	\$0	\$0	
B. Physical Improvements Subtotal		\$1,920,366	\$1,920,366	\$1,920,366	\$1,920,366	
C. Management Improvements		\$259,249	\$259,249	\$259,249	\$259,249	
D. PHA-Wide Non-Dwelling, Structures & Equipment	\$0	\$0	\$0	\$0		
E. Administration	\$259,249	\$259,249	\$259,249	\$259,249		
F. Other (1411, 1415, 1430, 1440, 1465, 1495, 1502)	\$153,629	\$153,629	\$153,629	\$153,629		
G. Operations						
H. Demolition						
I. Replacement Reserve						
J. Mod used for Development	\$0	\$0	\$0	\$20,000		
K. Total CGP Funds	\$2,592,493	\$2,592,493	\$2,592,493	\$2,592,493		
L. Total Non CGP Funds	\$0	\$0	\$0	\$0		
M. Grand Totals	\$2,592,493	\$2,592,493	\$2,592,493	\$2,592,493		
Signature of Executive Director	Date:	Signature of Public Housing Director/Office of Native American Programs Administrator		Date:		

April 16, 2001

**Five Year Action Plan**  
 Part II: Supporting Pages  
 Physical Needs Work Statement(s)  
 Capital Fund Program

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

Work Statement	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003			Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs
NY 9-1 Robert Whalen Homes Rework Trash Hooses Repoint Masonry Stair tower Painting & Repairs Renovate 4 Buildings			\$20,000 \$5,000 \$1,000 \$2,000	NY 9-1 Robert Whalen Homes Fence around Transformer Optimizer Boiler Controls Improve Common Area Lighting Replace Appliances Community Room Renovations		\$2,000 \$15,000 \$50,000 \$40,000 \$4,000	NY 9-1 Robert Whalen Homes Cap laterals, City water @ Main	1 Bldg	\$5,000	NY 9-1 Robert Whalen Homes New Playground Repave Parking Lots/Restripe Cap laterals, City water @ Main Install A/C Day Care/Managers Office Manager Office Improvements City Sewer Improvements		\$500 \$9,300 \$19,000 \$500 \$3,500 \$5,000
See												
Annual Statement	A & E Fees	Sub-Total:	\$28,000 \$2,240	A&E Fees	Sub-Total:	\$111,000 \$8,880	A & E Fees	Sub-Total:	\$5,000 \$400	A & E Fees	Sub-Total:	\$37,800 \$3,024
NY 9-3 Steamboat Square - HR Renovate Central Storage & Shop New Shelving for Central Stores LBP Testing & Abatement Replace Cove Base in Public Areas Replace Boiler Plant Repair/Replace 20 Rens Carpeting Signage Smoking Area North side 20 Rens Covert Laundry to Comm Space Community Room Furniture Repairs			\$500 \$1,000 \$1,000 \$500 \$250,000 \$1,000 \$5,996 \$500 \$1,000 \$2,000	NY 9-3 Steamboat Square - HR Fence Around Transformers Pavillion @ Courtyard Interior Relocate Greenhouse Repair Sills Install Thermostatic Controls in Apts. Install Water Saving Measures Improve Common Area Lighting Replace Large Slider Windows		\$500 \$1,000 \$500 \$1,000 \$65,000 \$150,000 \$120,000 \$50,784	NY 9-3 Steamboat Square - HR Replace Fire Alarm System Laundry Accessibility/Common Space Renovate 200 Green Lease Space Replace Refrigerators		\$362,488 \$32,081 \$10,000 \$60,000	NY 9-3 Steamboat Square - HR Administrative Bldg Site Acquisition Fence Around Transformer Repave/Reseal/Restrip Parking Lot Replace Fire Alarm System Flood Alarms in Basements Laundry Accessibility/Common Space Rodo Heating System Expansion Joints Repair Sills 200 & 220 Green Replace Stairwell Door Hardware/Hinges Repair/Replace Carpeting 20 Rens Doors/Locks 200, 220 Green Pump Rm Signage Smoking Area North side 20 Rens Covert Laundry to Comm Space Training Room Furniture & Equipment Lobby Furniture		\$2,000 \$2,000 \$8,000 \$1,000 \$3,928 \$23,919 \$1,000 \$39,000 \$1,000 \$1,000 \$1,000 \$5,000 \$16,000 \$50,000 \$5,000 \$1,000 \$160,847 \$12,868
	A&E Fees	Sub-Total:	\$263,496 \$21,080	A&E Fees	Sub-Total:	\$388,784 \$31,103	A&E Fees	Sub-Total:	\$464,569 \$37,166	A&E Fees	Sub-Total:	\$160,847 \$12,868
		Sub - Total of This Page:	\$291,496		Sub - Total of This Page:	\$499,784		Sub - Total of This Page:	\$469,569		Sub - Total of This Page:	\$198,647



**Five Year Action Plan**

**Part II: Supporting Pages**

**Physical Needs Work Statement(s)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

**Capital Fund Program**

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003			Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs
NY 9-4 Lincoln Park Homes Repair/Reseal parking lots Apply Traffic Coat to Walkways 230 G Replace Chain Link Fencing Concrete Coping Repairs Rehabilitate 42 Units Convert DSS Space to Day Care Computer Hardware Replace Fire Alarm System				NY 9-4 Lincoln Park Homes LBP Testing Install Water Saving Measure In Apts Install Exhaust Vent Improvements Common Area Lighting Imp. Install Tub Surrounds			NY 9-4 Lincoln Park Homes Resurface Parking lot/Install Trench Bar Roof Replacement 2 Lincoln Security Lighting Fire Alarm System Upgrade High Voltage Repairs LBP Testing Install Tub Surrounds Replace Boiler Plant Upgrade Elevator Controls Replace Elevator Cab Ceiling			NY 9-4 Lincoln Park Homes Sidewalk Repairs/Accessibility Repair/Reseal Parking Lots 3 Lincoln Day Care Playground Engineering Study of Bowling Bricks Roof Replacement 2 Lincoln Computer Hardware Install Kitchen GFIs LBP Testing Utility Room Doors & Hardware Replace Elevator Flooring Replace Sub-basement pit doors Balance Air Handlers/Install AC coil Remove Asbestos HW Tank 230 Green Remove Asbestos Boiler 230 Green Replace Generator/Convert to Gas Signage Replace Refrigerators Replace Fire Alarm System Replace Ranges A&E Fees Sub-Total:		
See Annual Statement			\$1,000 \$1,000 \$500 \$1,000 \$200,000 \$1,000 \$500 \$500	\$200 \$100,000 \$12,000 \$85,000 \$4,000		\$7,000 \$10,000 \$500 \$500 \$2,000 \$200 \$4,000 \$875,000 \$100,000 \$1,000			\$1,000 \$10,000 \$9,500 \$2,500 \$10,000 \$1,000 \$8,000 \$4,280 \$15,000 \$10,000 \$6,000 \$1,000 \$1,000 \$1,000 \$1,000 \$114,280 \$9,142			
			\$205,500 \$16,440 Sub-Total:	\$201,200 \$16,096 Sub-Total:		\$1,000,200 \$80,016 Sub-Total:			\$1,000,200 Sub - Total of This Page:			\$114,280 Sub - Total of This Page:

**Five Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**

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

Capital Fund Program

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003			Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs
See Annual Statement	NY 9-5L Ida Yarbrough Homes L-R Drainage/Hydrant/Storm Sewer Upgrade Switchgear		\$5,000 \$5,000	NY 9-5L Ida Yarbrough Homes L-R Gutters at Manager Office Repoint Masonry Site Wide Half Screens on Windows Install Water Saving Measure in Apts Improve Common Area Lighting Repair/Replace Appliances		\$500 \$3,000 \$1,000 \$70,000 \$40,000 \$46,000	NY 9-5L Ida Yarbrough Homes L-R Gutters at Manager Office Repoint Masonry Site Wide Half Screens on Windows		\$500 \$3,000 \$1,000	NY 9-5L Ida Yarbrough Homes L-R Lead Testing/Abatement Drainage/Hydrant/Storm Sewer Fence around Transformer Gutters/Rain Diverters Repoint Masonry Site Wide New Roof Comm Rooms/Boys Club Convert of Gas Heat Emergency Electric Repairs Upgrade Switchgear Foundation Study Noise Abatement Study Signage Repair/Replace Appliances		\$5,000 \$15,721 \$500 \$3,000 \$7,040 \$19,500 \$179,000 \$15,000 \$60,000 \$3,000 \$500 \$5,500 \$750 \$314,511 \$25,167
	A&E Fees		\$10,000 \$800	A&E Fees		\$160,500 \$12,840	A&E Fees		\$4,500 \$360	Sub-Total: A&E Fees		\$4,500 \$360
	NY 9-5H Ida Yarbrough Homes H-R Install PIV Shutoff for sprinklers Gutters & Downspouts at Link Replace/Overhaul Generator/Convert to Upgrade Fire Alarm System & Controls		\$500 \$500 \$500 \$500 \$80,000	NY 9-5H Ida Yarbrough Homes H-R Htg System Control Valve/Circ Pump Install Apt. Temp Controls Install Water Saving measures in Apts Improve Lighting Common Areas/Apts Ventilation Improvements Replace DHW Heaters Replace Refrigerators		\$8,000 \$20,000 \$110,000 \$90,000 \$6,000 \$5,000 \$65,000	NY 9-5H Ida Yarbrough Homes H-R Repair 1st Floor Sinks		\$2,000	NY 9-5H Ida Yarbrough Homes H-R Security Screens Emergency Switchgear Repairs Lobby Furniture Boiler Combustion Upgrade Upgrade Switchgear Replace Apt. Exit Door & Fram Install Push Plate Silencers/Hinges Re-Finish Bathrooms Replace Ranges Repair 1st Floor Sinks		\$3,250 \$1,000 \$500 \$4,000 \$10,000 \$1,000 \$1,000 \$1,000 \$5,000 \$1,000 \$27,750 \$2,220
	A&E Fees		\$82,000 \$6,560	A&E Fees		\$304,000 \$24,320	A&E Fees		\$2,000 \$160	Sub-Total: A&E Fees		\$27,750 \$2,220
	Sub-Total:		\$92,000	Sub-Total:		\$464,500	Sub-Total:		\$6,500	Sub-Total of This Page:		\$342,261

**Five Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003			Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005				
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs		
NY 9-7 Westview Homes Change OH Door @ Maintenance Shop Insulate Curtain Wall/AC Sleeves Replace Electric Feeders/Dedicated AC Install AC gr B/C convert AC to Gas Replace Bathroom Diverters/Faucets Replace Fire Alarm System		\$500 \$34,200 \$61,600 \$500 \$1,000 \$2,600		NY 9-7 Westview Homes Reglaze Gr FI Windows/Insulate Renovate Passage Glazing Install Water Saving Measures in Apts. Improve Common Area Lighting Replace Refrigerators Replace Ranges		\$8,000 \$10,000 \$10,000 \$80,000 \$70,000 \$50,000		NY 9-7 Westview Homes Upgrade Switchgear Replace Fire Alarm System		\$00,000 \$193,400		NY 9-7 Westview Homes Asphaltic Imp for the Retention Basin Fence around transformers Repair Parking Lot/Walkways Change OH Door @ Maintenance Shop Convert electric heat to gas Corridor Ventilation Study Install AC in corridors Insulate Curtain Wall/AC Sleeves Repipe Mech Rm Water Heater Distrib. Upgr/Inst DHW & CW Booster Controls Replace Generator/Convert to Gas Install AC gr B/C convert AC to Gas Upgrade Elevator Controls Replace Fire Alarm System		\$500 \$420 \$500 \$1,000 \$3,000 \$5,000 \$10,000 \$41,500 \$1,000 \$500 \$9,500 \$10,000 \$1,487 \$184,407 \$14,753
See Annual Statement		\$100,400 \$8,032	Sub-Total: A&E Fees		\$228,000 \$18,240	Sub-Total: A&E Fees		\$283,400 \$22,672	Sub-Total: A&E Fees		\$283,400 \$22,672	Sub-Total: A&E Fees		
NY 9-11 Steamboat Sq. Townhouses Repair Concrete Entry Sidewalks Replace Board Fence Install Wrought Iron Trash Encl & Ent. Convert Electric Heat to Gas Computer Hardware		\$5,000 \$51,000 \$5,000 \$1,000 \$1,000	Sub-Total: A&E Fees	NY 9-11 Steamboat Sq. Townhouses Install HD Window Balancers Install Water Saving Measures in Apts. Replace/Update Heating System Replace Appliances		\$15,150 \$15,000 \$5,000 \$31,660	Sub-Total: A&E Fees	NY 9-11 Steamboat Sq. Townhouses		\$0 \$0	Sub-Total: A&E Fees	\$880 \$2,578 \$17,000 \$5,000 \$10,000 \$5,000 \$1,000 \$41,458 \$7,317		
		\$163,400	Sub - Total of This Page:		\$294,810	Sub - Total of This Page:		\$283,400	Sub - Total of This Page:		\$283,400	Sub - Total of This Page:		

**Five Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
**Capital Fund Program (CFP)**

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003			Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005				
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs		
See Annual Statement	NY 9-12 Historic Steamboat Square Repair fence (54-58 & 70 Bassett) Repair/replace fencing & sheds Replace rear decks, 97 & 99 Schuyler		\$500 \$500 \$2,237	NY 9-12 Historic Steamboat Square Replace/Update Heating & DHW Install water saving measures in Apts. Imp. Common Area Lighting Replace Appliances		\$35,100 \$14,000 \$18,000 \$5,000	NY 9-12 Historic Steamboat Square			NY 9-12 Historic Steamboat Square Replace Rear Deck Study Moisture Replace Plastic Faucets Replace Vestibule Floor Tile Replace Apt. Floors Signage Replace Fire Alarm System Replace Appliances		\$3,120 \$1,160 \$10,000 \$1,700 \$5,000 \$2,500 \$5,000 \$16,855		
	Sub-Total: A&E Fees		\$3,237 \$259	Sub-Total: A&E Fees		\$72,100 \$5,768	Sub-Total: A&E Fees		\$0 \$0	Sub-Total: A&E Fees		\$45,335 \$3,627		
See Annual Statement	NY 9-13 Ezra Prentice Homes Trackside Paving & Accessibility Provide Site Accessibility & Restripe L Demolish 3 Trackside Bldgs. Paint Exterior Doors & Frames Upgrade security lighting Install Alum. Panning/replace sills Upgrade Heating Distribution/Zones Encapsulate Vinyl Asbestos Floor Tile Remove Asbestos Transite Board Repair/Replace Kitchens Install Sprinkler System Renovate Bathrooms Reconfigure Hillside Apts. Install Water Saving Measures in Apts. Improve Common Area Lighting Lower Headers on Closet Doors Replace Radiant Heat Panels Replace Ranges Replace Refrigerators Replace Fire Alarm System		\$50,000 \$10,000 \$50,000 \$15,000 \$500 \$50,000 \$200,000 \$115,000 \$99,500 \$150,000 \$45,088 \$30,000 \$50,000 \$80,000 \$60,000 \$20,000 \$3,450 \$54,595 \$71,600 \$10,000	NY 9-13 Ezra Prentice Homes Renovate Bathrooms Lower Headers on Closet Doors Install Metal Covers on Fin Radiation		\$173,006 \$213,966 \$1,000	NY 9-13 Ezra Prentice Homes Sound Barrier/Trackside Fencing Repair/Replace Kitchens Install Metal Covers on Fin Radiation		\$60,000 \$99,697 \$1,000	NY 9-13 Ezra Prentice Homes Cleanout Storm Sewers Rework Storm Drain Upgrade Exterior Security Light Replace Trackside Roofs Replace Canopies, Supports & Patio Boiler/Heating/DHW/Boiler Controls LBP Testing Install Smoke Detectors Install Sprinkler System Install Metal Covers on Fin Radiation Replace Bathroom Radiant Heat		\$4,840 \$5,000 \$9,500 \$5,000 \$74,000 \$452,716 \$1,864 \$42,000 \$288,766 \$43,285 \$47,007		
	Sub-Total: A&E Fees		\$1,164,733 \$93,179	Sub-Total: A&E Fees		\$387,972 \$31,038	Sub-Total: A&E Fees		\$160,697 \$12,856	Sub-Total: A&E Fees		\$973,978 \$77,918		
Sub - Total of This Page:			\$1,167,970	Sub - Total of This Page:			\$460,072	Sub - Total of This Page:			\$160,697	Sub - Total of This Page:		\$1,019,313

**Five Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
**Capital Fund Program (CFP)**

**U.S. Department of Housing  
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Office of Public and Indian Housing

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003			Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs
	NY9-23 Scattered Sites Replacement Sub-Total: A&E Fees		\$0 50	NY9-23 Scattered Sites Replacement Sub-Total: A&E Fees		\$0 50	NY9-23 Scattered Sites Replacement Sub-Total: A&E Fees	6.5	\$0 50	42 Replacement Units Sub-Total: A&E Fees	6.5	\$20,000 \$20,000 \$7,600
	<b>Management Improvements</b> Maintenance Response Initiative Computer software upgrade LBP training Maintenance mgt Improvements Training Initiative and marketing Coord Operations Management Improvement Personnel Technician Technical Assistance HUD QH/WRA Implementation Asst Asset Mgmt Budget Implementation Assistance Partnership Process PHA wide Police Patrol Economic Develop/Wage Center Coord Tenant Newsletter Tenant Security Patrol Utility Conservation Program Tenant Relations Training 9-5 Community Center Staff 9-5 Community Center Coordinator PHAS Consultant PHAS Deficiencies Sub-Total:		\$36,000 \$8,000 \$1,000 \$10,000 \$45,000 \$7,000 \$500 \$1,000 \$1,000 \$1,000 \$7,000 \$4,500 \$55,000 \$5,000 \$33,749 \$1,000 \$5,000 \$36,000 \$1,000 \$500 \$0 \$259,249	<b>Management Improvements</b> Maintenance Response Initiative Computer software upgrade LBP training Maintenance mgt Improvements Training Initiative and marketing Coord Operations Management Improvement Personnel Technician Technical Assistance HUD QH/WRA Implementation Asst Asset Mgmt Budget Implementation Assistance Partnership Process PHA wide Police Patrol Economic Develop/Wage Center Coord Tenant Newsletter Tenant Security Patrol Utility Conservation Program Tenant Relations Training 9-5 Community Center Staff 9-5 Community Center Coordinator PHAS Consultant PHAS Deficiencies Sub-Total:		\$36,000 \$8,000 \$1,000 \$10,000 \$45,000 \$7,000 \$500 \$1,000 \$1,000 \$1,000 \$7,000 \$4,500 \$55,000 \$5,000 \$33,749 \$1,000 \$5,000 \$36,000 \$1,000 \$500 \$0 \$259,249	<b>Management Improvements</b> Maintenance Response Initiative Computer software upgrade LBP training Maintenance mgt Improvements Training Initiative and marketing Coord Operations Management Improvement Personnel Technician Technical Assistance HUD QH/WRA Implementation Asst Asset Mgmt Budget Implementation Assistance Partnership Process PHA wide Police Patrol Economic Develop/Wage Center Coord Tenant Newsletter Tenant Security Patrol Utility Conservation Program Tenant Relations Training 9-5 Community Center Staff 9-5 Community Center Coordinator PHAS Consultant PHAS Deficiencies Sub-Total:		\$36,000 \$8,000 \$1,000 \$10,000 \$45,000 \$7,000 \$500 \$1,000 \$1,000 \$1,000 \$7,000 \$4,500 \$55,000 \$5,000 \$33,749 \$1,000 \$5,000 \$36,000 \$1,000 \$500 \$0 \$259,249			
	<b>Total All Developments</b> A&E Fees this year		\$1,920,366 \$753,629	<b>Total All Developments</b> A&E Fees this year		\$1,920,366 \$753,629	<b>Total All Developments</b> A&E Fees this year		\$1,920,366 \$753,629	<b>Total All Developments</b> A&E Fees this year		\$1,920,366 \$753,629

**Five Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
**Comprehensive Grant Program (CGP)**

**U.S. Department of Housing  
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Office of Public and Indian Housing

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003			Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Costs
Totals to the Summary	9-1		\$28,000	Totals to the Summary	9-1	\$111,000	Totals to the Summary	9-1	\$5,000	Totals to the Summary	9-1	\$37,800
	9-2		\$0		9-2	\$0		9-2	\$0		9-2	\$0
	9-3		\$263,496		9-3	\$388,784		9-3	\$444,549		9-3	\$100,847
	9-4		\$205,500		9-4	\$201,200		9-4	\$1,000,200		9-4	\$114,280
	9-5L		\$10,000		9-5L	\$100,500		9-5L	\$4,500		9-5L	\$314,511
	9-5H		\$82,000		9-5H	\$504,000		9-5H	\$2,000		9-5H	\$27,750
	9-7		\$100,400		9-7	\$228,000		9-7	\$283,400		9-7	\$184,407
	9-11		\$63,000		9-11	\$06,810		9-11	\$0		9-11	\$41,458
	9-12		\$3,237		9-12	\$72,100		9-12	\$0		9-12	\$45,235
	9-13		\$1,164,733		9-13	\$387,972		9-13	\$160,697		9-13	\$973,978
	9-23		\$0		9-23	\$0		9-23	\$0		9-23	\$20,000
	<b>Total</b>		\$1,920,366		<b>Total</b>	\$1,920,366		<b>Total</b>	\$1,920,366		<b>Total</b>	\$1,920,366
Transferred from each year	1408		\$259,249	Transferred from each year	1408	\$259,249	Transferred from each year	1408	\$259,249	Transferred from each year	1408	\$259,249
	***				***			***			1470	
	1475				1475			1475			1475	
	1410		\$259,249		1410	\$259,249		1410	\$259,249		1410	\$259,249
1430,1465,1498 see below **				1430,1465,1495 see below **			1430,1465,1495 see below **			1430,1465,1495 see below **		
	<b>Total</b>		\$2,438,864		<b>Total</b>	\$2,438,864		<b>Total</b>	\$2,438,864		<b>Total</b>	\$2,438,864
	** 1430		\$153,629	** 1430		\$153,629	** 1430		\$153,629	** 1430		\$153,629
	1465			1465			1465			1465		
	***			***			***		\$0	1498		
	***			***			***		\$0	1502		
	<b>Total</b>		\$2,592,493	<b>Total</b>		\$2,592,493	<b>Total</b>		\$2,592,493	<b>Total</b>		\$2,592,493