

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 2001 - 2005  
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:** Greene Metropolitan Housing Authority

**PHA Number:** OH022

**PHA Fiscal Year Beginning: (04/2001  
Public Access to Information**

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

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

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

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

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

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 2001 - 2005**  
[24 CFR Part 903.5]

**A. Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- X The PHA's mission is: The Greene Metropolitan Housing Authority is committed to providing quality, affordable housing and services in an efficient and creative manner.

**B. Goals**

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

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

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

- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- 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)

**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:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- 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.

Other: (list below)

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

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

**Other PHA Goals and Objectives: (list below) progress statements added to goals and objectives.**

**Goal One: Manage the Greene Metropolitan Housing Authority in a manner that results in full compliance with applicable statues and regulations.**

**Objectives: 1. HUD shall continue to recognize Greene Metropolitan Housing Authority as a high performer.**

HUD did not issue a PHAS score for GMHA. GMHA's advisory Management Operations assessment score is 25.9, which means our designation is standard. Staff members are working hard so that our official score will be as a high performer.

**2. The Greene Metropolitan Housing Authority shall achieve and sustain an occupancy rate of 95% by December 31, 2004.**

**2.**

GMHA's occupancy rate for November 2000, which is used in budget preparation for the next fiscal year, was 97.8%.

**Goal Two: Assist our community to increase the availability of affordable, suitable housing for families in the very-low income range, cited as a need in our Consolidated Plan.**

**Objectives: 1. The Greene Metropolitan Housing Authority shall assist 25 families move from renting to homeownership by December 31, 2004.**

GMHA is in the second year of a Moving to Work Demonstration. By the end of April 2001, our goal is to have 100 participants. The Moving To Work Demonstration has very low flat rents for three years with the goal that families

can reach self-sufficiency. As of the end of December, 54 families were enrolled. Families participate in mandatory money management classes, home maintenance classes, and Homebuyer classes.

GMHA, in partnership with the Ohio State University Extension Office-Greene County, has implemented an Individual Development Account Program (IDA). The Greene County Dept. of Job and Family Services, National City Bank, and Fifth Third Bank fund this program. IDAs are restricted savings accounts that can be used for home purchase, secondary education, and business capitalization. Eligible families deposit from \$25 to \$50 per month in a savings account, which is matched with a 2:1 ratio in a parallel account. Many of the participating families are in the Moving To Work Demonstration Program.

**Goal Three: Manage the Greene Metropolitan Housing Authority's tenant-based program in an efficient and effective manner there by qualifying as a high performer under SEMAP.**

**Objectives: 1. The Greene Metropolitan Housing Authority shall achieve and sustain a utilization rate of 100% by December 31, 2004 in its tenant-based program.**

For the last fiscal year ending March 31, 2000, GMHA had a utilization rate of 101%. GMHA qualified as a high performer in SEMAP.

**2. The Greene Metropolitan Housing Authority shall achieve and sustain an aggressive outreach program to attract at least ten (10) new landlords to participate in its program by December 31, 2004.**

Monthly Landlord meetins are held through GMHA's Project Total, a state funded homeless assistance program, and the Section 8 Dept. The meetings have an average attendance of ten landlords. GMHA is assisting the Greene County Fair Housing Office in establishing a Landlord group.

**Goal Four: Ensure full compliance with all applicable standards and regulations including generally accepted accounting principles.**

**Objectives: 1. The Greene Metropolitan Housing Authority shall operate so that income exceeds expenses every year.**

For this past fiscal year ending March 31, 2000, GMHA had a cash surplus in all its programs before depreciation. GMHA successfully completed conversion to GAAP. Unaudited financial statements were submitted timely, as well as year-end reports to HUD. GMHA received a clean audit with no findings. The audit was electronically submitted to HUD in a timely manner.

**Goal Five: Enhance the image of public housing in our community.**

**Objectives: 1. The Greene Metropolitan Housing Authority's leadership shall speak to at least ten (10) civic, religious, or fraternal groups between now and December 31, 2004, to explain the importance of partnership.**

The Executive Director and several other staff members made a presentation to the Xenia Association of Churches. The Executive Director also spoke to Greene Works and to the Housing Coalition of Greene County on our various programs. The Housing Relations Coordinator facilitated staff presentations at several agency fairs. Staff participated in the Xenia Old Fashioned Day Parade to present a positive image of GMHA.

**2. The Greene Metropolitan Housing Authority shall ensure that there are at least three (3) feature stories annually in the local media about the Housing Authority or one of its residents.**

GMHA has had eight feature articles in local newspapers during this past calendar year. The subjects have included elderly housing, Ohio Housing Authority Conference scholarship announcement, commendation of Wise Manor, new Board Members, Project Total's Landlord meetings, help for tornado victims, and the Moving To Work Demonstration.

**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

**Greene MHA's Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.**

**The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:**

- ◆ **We have adopted eight (8) local preference categories.**
- ◆ **We have adopted an aggressive screening policy for public housing to ensure to the best of our ability that new admissions will be good neighbors. Our screening practices will meet all fair housing requirements.**
- ◆ **We have implemented a deconcentration policy.**
- ◆ **Applicants will be selected from the waiting list by number of points from preference categories and in order of the date and time they applied.**
- ◆ **We have established a minimum rent of \$25 for both our Public Housing Program and Section 8 Program.**



- ◆ We have established flat rents for all of our public housing developments.
- ◆ In an attempt to encourage work and advancement in the workplace, in our Section 8 Program, we are not requiring interim recertifications if Section 8 participants have an increase in income. The increase will be reported at the next regular recertification.
- ◆ We plan to utilize the published FMR's as our payment standard for the Section 8 Program. We may choose to set the payment standard higher than 100% of the FMR when the new rents are published in 2001 in order to offset the significant increase in utility allowances for the coming year.

**In summary, we are on course to improve the condition of affordable housing in Greene County.**

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

#### **Table of Contents**

|  | <u>Page #</u> |
|--|---------------|
| <b>Annual Plan</b>   |               |
| Executive Summary, including progress statements                       | i             |
| Five Year Plan   | ii            |
| 1. Housing Needs   | 1-1           |
| 1. Financial Resources   | 2-1           |
| 1. Policies on Eligibility, Selection and Admissions                   | 3-1           |
| 1. Rent Determination Policies   | 4-1           |
| 1. Operations and Management Policies                                  | 5-1           |
| 1. Grievance Procedures  | 6-1           |
| 1. Capital Improvement Needs   | 7-1           |
| 1. Demolition and Disposition  | 8-1           |
| 1. Designation of Housing  | 9-1           |
| 1. Conversions of Public Housing                                       | 10-1          |
| 1. Homeownership   | 11-1          |
| 1. Community Service Programs  | 12-1          |
| 1. Crime and Safety  | 13-1          |
| 1. Ownership of Pets in Public Housing                                 | 14-1          |
| 1. Civil Rights Certifications (included with PHA Plan Certifications) | 15-1          |

|                                       |      |
|---------------------------------------|------|
| 1. Audit                              | 16-1 |
| 1. Asset Management                   | 17-1 |
| 1. Resident and Public Comments       | 18-1 |
| 1. Consistency with Consolidated Plan | 19-1 |
| 1. Resident Commissioner              | 20-1 |

**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:

- X Admissions Policy for Deconcentration – **under Section 18 (C), Other Information Required by HUD**
- X FY 2001 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- X Implementation of Public Housing Resident Community Service Requirements
- X Resident Membership of the GMHA Governing Board
- X Membership of the Resident Advisory Board

Optional Attachments:

- PHA Management Organizational Chart
- X FY 2001 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan  
Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

**Supporting Documents Available for Review**

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          |
| X  | Fair Housing Documentation:<br>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 | 5 Year and Annual Plans          |

| <b>List of Supporting Documents Available for Review</b> |   |  |
|--|---|--|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Applicable Plan Component</b>                             |
|  | with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.   |  |
| X  | Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction  | Annual Plan: Housing Needs                                   |
| X  | Most recent board-approved operating budget for the public housing program  | Annual Plan: Financial Resources;                            |
| X  | Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]  | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X  | Section 8 Administrative Plan   | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X  | Public Housing Deconcentration and Income Mixing Documentation:<br>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<br>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<br><input 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<br><input type="checkbox"/> check here if included in the public housing A & O Policy   | Annual Plan: Rent Determination                              |
| X  | Section 8 rent determination (payment standard) policies<br><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<br><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<br><input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan   | Annual Plan: Grievance Procedures                            |
| X  | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant   | Annual Plan: Capital Needs                                   |

| <b>List of Supporting Documents Available for Review</b> |   |   |
|--|---|---|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Applicable Plan Component</b>                  |
|  | year  |   |
|  | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant   | Annual Plan: Capital Needs                        |
| X  | Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)  | Annual Plan: Capital Needs                        |
|  | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing                               | Annual Plan: Capital Needs                        |
|  | Approved or submitted applications for demolition and/or disposition of public housing  | Annual Plan: Demolition and Disposition           |
|  | Approved or submitted applications for designation of public housing (Designated Housing Plans)   | Annual Plan: Designation of Public Housing        |
|  | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act     | Annual Plan: Conversion of Public Housing         |
|  | Approved or submitted public housing homeownership programs/plans   | Annual Plan: Homeownership                        |
|  | Policies governing any Section 8 Homeownership program<br><input type="checkbox"/> check here if included in the Section 8 Administrative Plan  | Annual Plan: Homeownership                        |
| X  | Any cooperative agreement between the PHA and the TANF agency   | Annual Plan: Community Service & Self-Sufficiency |
|  | FSS Action Plan/s for public housing and/or Section 8   | Annual Plan: Community Service & Self-Sufficiency |
|  | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports  | Annual Plan: Community Service & Self-Sufficiency |
|  | The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)                       | Annual Plan: Safety and Crime Prevention          |
| X  | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit                         |
|  | Troubled PHAs: MOA/Recovery Plan  | Troubled PHAs                                     |
|  | Other supporting documents (optional)<br>(list individually; use as many lines as necessary)  | (specify as needed)                               |
|  |   |   |

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

[24 CFR Part 903.7 9 (a)]

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

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by

completing the following table. In the “Overall” Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact.” Use N/A to indicate that no information is available upon which the PHA can make this assessment.

| <b>Housing Needs of Families in the Jurisdiction<br/>by Family Type</b> |         |                |        |         |                |      |           |
|---|---------|----------------|--------|---------|----------------|------|-----------|
| Family Type   | Overall | Afford-ability | Supply | Quality | Access-ibility | Size | Loca-tion |
| Income <= 30% of AMI  | 2,899   | 5              | 5      | 3       | 1              | 2    | 2         |
| Income >30% but <=50% of AMI  | 1,867   | 5              | 5      | 3       | 1              | 2    | 2         |
| Income >50% but <80% of AMI   | 1,107   | 3              | 3      | 2       | 1              | 2    | 2         |
| Elderly   | 830     | 2              | 1      | 1       | 2              | 2    | 1         |
| Families with Disabilities  | NA      |                |        |         |                |      |           |
| Hispanic  | 78      | 5              | 5      | 3       | 1              | 2    | 2         |
| Black   | 1399    | 5              | 5      | 3       | 1              | 2    | 2         |
| Race/Ethnicity  |         |                |        |         |                |      |           |
| Race/Ethnicity  |         |                |        |         |                |      |           |

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 1995
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

| Housing Needs of Families on the Waiting List  |               |                     |                 |
|--|---------------|---------------------|-----------------|
| Waiting list type: (select one)  |               |                     |                 |
| <input checked="" type="checkbox"/> Section 8 tenant-based assistance                            |               |                     |                 |
| <input type="checkbox"/> Public Housing  |               |                     |                 |
| <input type="checkbox"/> Combined Section 8 and Public Housing                                   |               |                     |                 |
| <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) |               |                     |                 |
| If used, identify which development/subjurisdiction:   |               |                     |                 |
|  | # of families | % of total families | Annual Turnover |
| Waiting list total   | 528           |                     | 538             |
| Extremely low income <=30% AMI   | 444           | 84%                 |                 |
| Very low income (>30% but <=50% AMI)   | 77            | 15%                 |                 |
| Low income (>50% but <80% AMI)   | 7             | 1%                  |                 |
| Families with children   | 369           | 70%                 |                 |
| Elderly families   | 58            | 11%                 |                 |
| Families with Disabilities   | 101           | 19%                 |                 |
| Race/ethnicity Black   | 152           | 29%                 |                 |
| Race/ethnicity white   | 351           | 66%                 |                 |
| Race/ethnicity other   | 25            | 5%                  |                 |
| Race/ethnicity   |               |                     |                 |
| Characteristics by Bedroom Size (Public Housing Only)  |               |                     |                 |
| 1BR  | 103           | 43%                 | 21              |
| 2 BR   | 89            | 37%                 | 24              |
| 3 BR   | 38            | 16%                 | 14              |
| 4 BR   | 9             | 4%                  | 1               |
| 5 BR   | 0             |                     |                 |

| Housing Needs of Families on the Waiting List   |   |  |  |
|---|---|--|--|
| 5+ BR   | 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 |   |  |  |

| Housing Needs of Families on the Waiting List  |               |                     |                 |
|--|---------------|---------------------|-----------------|
| Waiting list type: (select one)  |               |                     |                 |
| <input type="checkbox"/> Section 8 tenant-based assistance                                       |               |                     |                 |
| <input checked="" type="checkbox"/> Public Housing   |               |                     |                 |
| <input type="checkbox"/> Combined Section 8 and Public Housing                                   |               |                     |                 |
| <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) |               |                     |                 |
| If used, identify which development/subjurisdiction:   |               |                     |                 |
|  | # of families | % of total families | Annual Turnover |
| Waiting list total   | 239           |                     | 60              |
| Extremely low income <=30% AMI   | 173           | 72%                 |                 |
| Very low income (>30% but <=50% AMI)   | 50            | 21%                 |                 |
| Low income (>50% but <80% AMI)   | 16            | 7%                  |                 |
| Families with children   | 136           | 57%                 |                 |
| Elderly families   | 32            | 13%                 |                 |
| Families with Disabilities   | 63            | 26%                 |                 |
| Race/ethnicity Black   | 55            | 23%                 |                 |
| Race/ethnicity white   | 181           | 76%                 |                 |
| Race/ethnicity other   | 3             | 1%                  |                 |
| Race/ethnicity   |               |                     |                 |
|  |               |                     |                 |
|  |               |                     |                 |
|  |               |                     |                 |
|  |               |                     |                 |

| Housing Needs of Families on the Waiting List |  |  |  |
|---|--|--|--|
|   |  |  |  |
|   |  |  |  |
|   |  |  |  |
|   |  |  |  |

**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.

GMHA worked with the Housing Coalition of Greene County to design our priorities for the waiting list to respond to the needs in the community. Housing needs were prioritized so that the most housing needy would be highest on the waiting list. This is similar to what has been done in the past, except we now have more discretion. The priorities should work well for our community. Moving To Work Demonstration eligible applicants are at the top of the waiting list.

**(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) Increase outreach to elderly.

**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) Modify Public Housing as needed for families with disabilities.

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

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

Select if applicable

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

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

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

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

**(2) Reasons for Selecting Strategies**

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

| <b>Financial Resources:<br/>Planned Sources and Uses</b>                              |                   |   |
|---|-------------------|---|
| <b>Sources</b>  | <b>Planned \$</b> | <b>Planned Uses</b>                         |
| <b>1. Federal Grants (FY 2000 grants)</b>   |                   |   |
| a) Public Housing Operating Fund  | 262,278           | Operations                                  |
| b) Public Housing Capital Fund  | 224,700           | Operations & improvements                   |
| c) HOPE VI Revitalization   |                   |   |
| d) HOPE VI Demolition   |                   |   |
| e) Annual Contributions for Section 8 Tenant-Based Assistance                         | 5,675,378         | Payments to owners & Program administration |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) |                   |   |
| g) Resident Opportunity and Self-Sufficiency Grants                                   |                   |   |
| h) Community Development Block Grant  |                   |   |
| i) HOME   |                   |   |
| Other Federal Grants (list below)   |                   |   |
|   |                   |   |
| <b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>             |                   |   |
| Comp Grant 99   | 182,066           | PH capital improvements                     |
|   |                   |   |

| <b>Financial Resources:<br/>Planned Sources and Uses</b> |                   |                     |
|--|-------------------|---------------------|
| <b>Sources</b>   | <b>Planned \$</b> | <b>Planned Uses</b> |
| <b>3. Public Housing Dwelling Rental Income</b>          | 653,993           | Operations          |
|  |                   |                     |
| <b>4. Other income</b> (list below)                      |                   |                     |
| Interest PH and S8                                       | 20,000            | Operations          |
| Misc. late fees and vending                              | 17,600            | Operations          |
| <b>4. Non-federal sources</b> (list below)               |                   |                     |
|  |                   |                     |
|  |                   |                     |
|  |                   |                     |
| <b>Total resources</b>                                   | \$7,036,015       |                     |
|  |                   |                     |
|  |                   |                     |

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) Before being placed on the waiting list

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)

- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2)Waiting List Organization**

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

- Community-wide list  
 Sub-jurisdictional lists  
 Site-based waiting lists  
 Other (describe)

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

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

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

**Not applicable**

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

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

**Not applicable**

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

**Not applicable**

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)

**Not applicable**

**(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) To live in community of employment or where attending school for head of household for families. For elderly to be near support system.
- 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) Family reunification, near elderly, working at least 20 hours per week, Moving To Work Eligible.

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:

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

Other preferences (select all that apply)

- 4 Working families and those unable to work because of age or disability
- 4 Veterans and veterans' families
- 4 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

3 Victims of reprisals or hate crimes

Other preference(s) (list below)

1 Moving to Work

2 Families, Elderly, Single pregnant woman, single person with disabilities

3 Reunification with children within 6 months

4 Near elderly

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:
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- Other (list policies and developments targeted below)  
**Not applicable**
- 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:
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## **B. Section 8**

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
  - Other (describe below) limited information that we have in regards to housekeeping per inspections, landlords reporting that participant is behind in their rent.

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
  - Federal public housing
  - Federal moderate rehabilitation
  - Federal project-based certificate program
  - Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
  - Other (list below)

**(3) Search Time**

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

If yes, state circumstances below: Families just need to request an extension prior to the expiration date of voucher.

**(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) Families, Elderly, single pregnant women, persons with disabilities, family reunification, near elderly.

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

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

#### Other preferences (select all that apply)

- 4 Working families and those unable to work because of age or disability
- 4 Veterans and veterans’ families
- 4 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
- 3 Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - 1 Moving To Work
  - 2 Families, Elderly, single pregnant women, persons with disabilities
  - 3 Reunification with children within 6 months
  - 4 Near Elderly

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)

### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

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

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

#### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

A hardship exists in the following circumstances:

1. When the family has lost eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance program;
2. When the family would be evicted as a result of the imposition of the minimum rent requirement;
3. When the income of the family has decreased because of changed circumstances, for medical costs, childcare, transportation, education, or similar items;
4. When a death has occurred in the family.

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:

Families participating in the Moving To Work Demonstration will be charged a fixed amount - \$50 for year one, \$100 for year two, and \$150 for year three. Also, GMHA has set ceiling and flat rents, which may result in individuals or families paying less than 30% of adjusted income.

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply) **Not Applicable**

- 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)

Not applicable

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

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

**(2) Flat Rents**

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

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

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR



Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply) **Not Applicable**

- 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) in order to offset the significant increase in utility allowances for the coming year.

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)

**A hardship exists in the following circumstances:**

1. When the family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program;
2. When the family would be evicted as a result of the imposition of the minimum rent requirement.
3. When the income of the family has decreased because of changed circumstances, including loss of employment;
4. When the family has an increase in expenses because of changed circumstances, for medical costs, childcare, transportation, education, or similar items;
5. When a death has occurred in the family.

**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: Greene MHA has a Section 8 Dept. and a Low Rent Dept., which are supported by Applications and Accounting Depts. Maintenance Dept. supports the Low Rent Dept. There is an Executive Director and an Assistant Director. Clerical staff support the various departments. Staff includes three resident employees through a resident initiative training program. Staff total 34.

**B. HUD Programs Under PHA Management**

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

| <b>Program Name</b>   | <b>Units or Families Served at Year Beginning</b> | <b>Expected Turnover</b> |
|---|---|--------------------------|
| Public Housing  | 361   | 60                       |
| Section 8 Vouchers  | 1280  | 527                      |
| Section 8 Certificates  |   |                          |
| Section 8 Mod Rehab   |   |                          |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | Shelter Plus Care for SMD homeless - 16           | 2                        |
| Public Housing Drug Elimination Program (PHDEP)                     |   |                          |

|   |    |   |
|---|----|---|
|   |    |   |
| Other Federal Programs(list individually) |    |   |
| Section 8 New Construction, tenant-based  | 17 | 6 |
|   |    |   |

### 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)  
Admissions and Occupancy Policy, Maintenance Policies and Procedures, Procurement Policy, Accounting Policies
- (2) Section 8 Management: (list below)  
Section 8 Administrative Plan and Accounting Policies

## 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

### A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
  - PHA main administrative office
  - PHA development management offices
  - Other (list below)

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

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

**A. Capital Fund Activities**

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

**(1) Capital Fund Program Annual Statement**

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

Select one:

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

-or-

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

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

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

Capital Fund Grant Number      FFY of Grant Approval: (04/01/2001)

Original Annual Statement    **Amended Budget**

| Line No. | Summary by Development Account                            | Total Estimated Cost |
|----------|---|----------------------|
| 1        | Total Non-CGP Funds                                       |                      |
| 2        | 1406 Operations   | 5,000                |
| 3        | 1408 Management Improvements                              | 64,000               |
| 4        | 1410 Administration                                       | 67,410               |
| 5        | 1411 Audit  | 0                    |
| 6        | 1415 Liquidated Damages                                   | 0                    |
| 7        | 1430 Fees and Costs                                       | 7,000                |
| 8        | 1440 Site Acquisition                                     | 0                    |
| 9        | 1450 Site Improvement                                     | 108,500              |
| 10       | 1460 Dwelling Structures                                  | 344,100              |
| 11       | 1465.1 Dwelling Equipment-Nonexpendable                   | 0                    |
| 12       | 1470 Nondwelling Structures                               | 62,000               |
| 13       | 1475 Nondwelling Equipment                                | 16,091               |
| 14       | 1485 Demolition   | 0                    |
| 15       | 1490 Replacement Reserve                                  | 0                    |
| 16       | 1492 Moving to Work Demonstration                         | 0                    |
| 17       | 1495.1 Relocation Costs                                   | 0                    |
| 18       | 1498 Mod Used for Development                             | 0                    |
| 19       | 1502 Contingency  |                      |
| 20       | <b>Amount of Annual Grant (Sum of lines 2-19)</b>         | <b>674,101</b>       |
| 21       | Amount of line 20 Related to LBP Activities               |                      |
| 22       | Amount of line 20 Related to Section 504 Compliance       |                      |
| 23       | Amount of line 20 Related to Security                     |                      |
| 24       | Amount of line 20 Related to Energy Conservation Measures |                      |

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

| Development Number/Name<br>HA-Wide Activities | General Description of Major Work Categories | Development Account Number | Total Estimated Cost |
|---|--|----------------------------|----------------------|
| OH10P022001                                   | Exterior Concrete                            | 1450                       | 10,000               |
| OH10P022001                                   | Landscaping                                  | 1450                       | 3,000                |
| OH10P022001                                   | Water Heaters                                | 1460                       | 3,000                |
| OH10P022002                                   | Landscaping                                  | 1450                       | 6000                 |
| OH10P022002                                   | Exterior Concrete                            | 1450                       | 18,000               |
| OH10P022004                                   | Exterior Concrete                            | 1450                       | 1,000                |
| OH10P022004                                   | Reseal Parking Lot                           | 1450                       | 2,000                |
| OH10P022004                                   | Landscaping                                  | 1450                       | 4,000                |
| OH10P022005                                   | Gutter and Spouting                          | 1460                       | 3,000                |
| OH10P022005                                   | Water Heaters                                | 1460                       | 12,000               |
| OH10P022005                                   | Kitchen Cabinets                             | 1460                       | 30,000               |
| OH10P022005                                   | Flooring                                     | 1460                       | 15,000               |
| OH10P022005                                   | Roofing                                      | 1460                       | 15,000               |
| OH10P022010                                   | Gutter and Spouting                          | 1460                       | 3,500                |
| OH10P022010                                   | Windows                                      | 1460                       | 12,000               |
| OH10P022010                                   | Exterior Concrete                            | 1450                       | 15,000               |
| OH10P022010                                   | Energy Audit                                 | 1460                       | 5,625                |
| OH10P022011                                   | Exterior Concrete                            | 1450                       | 20,000               |
| OH10P022011                                   | Facia, Soffit, Flashing, Gutters, Spouting   | 1460                       | 45,000               |
| OH10P022011                                   | Energy Audit                                 | 1460                       | 4,275                |
| OH10P022012                                   | Flooring                                     | 1460                       | 20,000               |
| OH10P022012                                   | Roofing                                      | 1460                       | 32,000               |
| OH10P022012                                   | Facia, Soffit, Flashing, Gutter & Spouting   | 1460                       | 10,000               |
| OH10P022013                                   | Windows and Patio Doors                      | 1460                       | 21,000               |
| OH10P022013                                   | Exterior Doors                               | 1460                       | 35,250               |
| OH10P022013                                   | Tree Trimming                                | 1450                       | 2,500                |
| OH10P022013                                   | Water Heaters                                | 1460                       | 14,500               |
| OH10P022013                                   | Energy Audit                                 | 1460                       | 4,700                |
| OH10P022014                                   | Exterior Doors                               | 1460                       | 5,000                |
| OH10P022014                                   | Gutter & Spouting                            | 1460                       | 2,000                |
| OH10P022014                                   | Concrete Repair                              | 1450                       | 12,000               |
| OH10P022014                                   | Kitchen Cabinets                             | 1460                       | 37,500               |
| OH10P022015                                   | Parking Lot Repair                           | 1450                       | 3,000                |
| OH10P022015                                   | Gutter & Spouting                            | 1460                       | 1,000                |
| OH10P022015                                   | Concrete Repair                              | 1450                       | 12,000               |
| OH10P022016                                   | Water Heaters                                | 1460                       | 10,500               |
| OH10P022017                                   | Energy Audit                                 | 1460                       | 2,250                |
| HA Wide                                       | Office Flooring                              | 1470                       | 12,000               |
| HA Wide                                       | Resident Job Training                        | 1408                       | 44,000               |
| HA Wide                                       | Staff Development                            | 1408                       | 10,000               |

|         |                     |        |        |
|---------|---------------------|--------|--------|
| HA Wide | Computer Software   | 1408   | 10,000 |
| HA Wide | Consultants         | 1430   | 7,000  |
| HA Wide | Computer Hardware   | 1475.4 | 11,091 |
| HA Wide | Office Equipment    | 1475.1 | 5,000  |
| HA Wide | Office Elevator     | 1470   | 40,000 |
| HA Wide | Finish Second Floor | 1470   | 10,000 |
| HA Wide | Non Tech Salaries   | 1410.1 | 20,571 |
| HA Wide | Tech Salaries       | 1410.2 | 30,183 |
| HA Wide | Employee Benefits   | 1410.3 | 13,156 |
| HA Wide | Legal Ads/Sundry    | 1410.4 | 3,500  |
| HA Wide | Operations          | 1406   | 5,000  |

**Annual Statement**

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

| Development Number/Name<br>HA-Wide Activities | All Funds Obligated<br>(Quarter Ending Date) | All Funds Expended<br>(Quarter Ending Date) |
|---|--|---|
| OH10P022001                                   | 12/2002                                      | 12/2003                                     |
| OH10P022002                                   | 12/2002                                      | 12/2003                                     |
| OH10P022004                                   | 12/2002                                      | 12/2003                                     |
| OH10P022005                                   | 12/2002                                      | 12/2003                                     |
| OH10P022010                                   | 12/2002                                      | 12/2003                                     |
| OH10P022011                                   | 12/2002                                      | 12/2003                                     |
| OH10P022012                                   | 12/2002                                      | 12/2003                                     |
| OH10P022013                                   | 12/2002                                      | 12/2003                                     |
| OH10P022014                                   | 12/2002                                      | 12/2003                                     |
| OH10P022015                                   | 12/2002                                      | 12/2003                                     |
| OH10P022016                                   | 12/2002                                      | 12/2003                                     |
| HA Wide                                       | 12/2002                                      | 12/2003                                     |

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

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

| <b>Optional 5-Year Action Plan Tables</b>                                       |  |                            |  |             |
|---|--|----------------------------|--|-------------|
| <b>Development Number</b>   | <b>Development Name (or indicate PHA wide)</b> | <b>Number Vacant Units</b> | <b>% Vacancies in Development</b>          |             |
| OH10P022001   | Hamilton Manor                                 | 1                          | 7%   |             |
| <b>Description of Needed Physical Improvements or Management Improvements</b>   |  |                            | <b>Estimated Cost</b>                      |             |
|   |  |                            | <b>Planned Start Date (HA Fiscal Year)</b> |             |
| Community Room Boiler   |  |                            | 4,000                                      | 2003        |
| New Meter Shed  |  |                            | 3,000                                      | 2003        |
| Washers and Dryers for Community Room   |  |                            | 2,400                                      | 2003        |
| Replace Boilers   |  |                            | 22,200                                     | 2003 & 2004 |
| Replace Flooring  |  |                            | 68,800                                     | 2003 & 2004 |
| Exterior Electrical   |  |                            | 3,500                                      | 2003        |
| Appliances  |  |                            | 11,000                                     | 2004        |
| Tree Trimming   |  |                            | 4,000                                      | 2004        |
| Cathodic Protection   |  |                            | 6,000                                      | 2004        |
| Storm Doors,Air Conditioning, Smoke Detectors, Emergency Lighting, and Concrete |  |                            | 28,900                                     | 2006        |
| <b>Total estimated cost over next 5 years</b>                                   |  |                            | <b>\$153,800</b>                           |             |
|   |  |                            |  |             |



| <b>Optional 5-Year Action Plan Tables</b>                                     |  |                            |  |
|---|--|----------------------------|--|
| <b>Development Number</b>   | <b>Development Name<br/>(or indicate PHA wide)</b> | <b>Number Vacant Units</b> | <b>% Vacancies in Development</b>          |
| OH10P022002   | Hawthorne Apartments                               | 2                          | 4%   |
| <b>Description of Needed Physical Improvements or Management Improvements</b> |  | <b>Estimated Cost</b>      | <b>Planned Start Date (HA Fiscal Year)</b> |
| Exterior Concrete   |  | 10,000                     | 2006                                       |
| Replace Carpet  |  | 40,000                     | 2003                                       |
| Replace Storm Doors   |  | 20,000                     | 2003 & 2006                                |
| Overhead Entrance Doors, Maintenance Shop                                     |  | 1,200                      | 2003                                       |
| Exterior Lighting   |  | 2,400                      | 2004                                       |
| Appliances  |  | 32,500                     | 2004                                       |
| Roofing   |  | 45,000                     | 2005                                       |
| Siding, Soffit & Facia  |  | 18,000                     | 2005                                       |
| Site Drainage   |  | 6,000                      | 2005                                       |
| Air Conditioning  |  | 8,000                      | 2006                                       |
| Smoke Detectors   |  | 2,800                      | 2006                                       |
| Emergency Lighting  |  | 600                        | 2006                                       |
| <b>Total estimated cost over next 5 years</b>                                 |  | <b>\$186,500</b>           |  |

| <b>Optional 5-Year Action Plan Tables</b>                                     |  |                            |                                   |  |
|---|--|----------------------------|-----------------------------------|--|
| <b>Development Number</b>   | <b>Development Name (or indicate PHA wide)</b> | <b>Number Vacant Units</b> | <b>% Vacancies in Development</b> |  |
| OH10P022004   | Maggie McKnight Apartments                     | 1                          | 4%                                |  |
| <b>Description of Needed Physical Improvements or Management Improvements</b> |  |                            | <b>Estimated Cost</b>             | <b>Planned Start Date (HA Fiscal Year)</b> |
| Exterior Lighting   |  |                            | 3,000                             | 2003                                       |
| New Entrance Doors, Door Closers, ADA Hardware and Glass                      |  |                            | 15,000                            | 2003                                       |
| Water Heater  |  |                            | 3,500                             | 2003                                       |
| Replace Boiler and Chiller  |  |                            | 35,000                            | 2004                                       |
| Replace Flooring  |  |                            | 42,000                            | 2004                                       |
| Appliances  |  |                            | 17,000                            | 2005                                       |
| Exterior Door   |  |                            | 2,100                             | 2005                                       |
| Roofing   |  |                            | 75,000                            | 2006                                       |
| Windows   |  |                            | 6,000                             | 2006                                       |
| Smoke Detectors   |  |                            | 5,000                             | 2006                                       |
| Emergency Lighting and Ceiling Tiles  |  |                            | 6,000                             | 2006                                       |
| <b>Total estimated cost over next 5 years</b>                                 |  |                            | <b>\$209,600</b>                  |  |
| <b>Optional 5-Year Action Plan Tables</b>                                     |  |                            |                                   |  |
| <b>Development Number</b>   | <b>Development Name (or indicate PHA wide)</b> | <b>Number Vacant Units</b> | <b>% Vacancies in Development</b> |  |
| OH10P022005   | Xenia Scattered Site                           | 0                          | 0                                 |  |
| <b>Description of Needed Physical Improvements or Management Improvements</b> |  |                            | <b>Estimated Cost</b>             | <b>Planned Start Date (HA Fiscal Year)</b> |
| Roofing   |  |                            | 65,000                            | 2003 & 2005                                |
| New Tub Surrounds and Fixtures  |  |                            | 30,000                            | 2003                                       |
| Replace Stair Treads  |  |                            | 3,800                             | 2004                                       |
| Replace Furnaces  |  |                            | 47,500                            | 2004                                       |
| Replace Windows   |  |                            | 8,000                             | 2004                                       |
| Landscaping   |  |                            | 5,000                             | 2005                                       |
| Light Fixtures  |  |                            | 6,000                             | 2005                                       |
| Concrete  |  |                            | 10,000                            | 2006                                       |
| Doors   |  |                            | 25,000                            | 2006                                       |
| Sewer Lines and Applicances   |  |                            | 25,000                            | 2006                                       |
| <b>Total estimated cost over next 5 years</b>                                 |  |                            | <b>\$225,000</b>                  |  |

See Technical Guidance for instructions on the use of this table, including information to be provided.

| <b>Optional 5-Year Action Plan Tables</b>                                     |  |                            |  |
|---|--|----------------------------|--|
| <b>Development Number</b>   | <b>Development Name (or indicate PHA wide)</b> | <b>Number Vacant Units</b> | <b>% Vacancies in Development</b>          |
| <b>OH10P022010</b>  | <b>Xenia East End</b>                          | <b>0</b>                   | <b>0</b>                                   |
| <b>Description of Needed Physical Improvements or Management Improvements</b> |  | <b>Estimated Cost</b>      | <b>Planned Start Date (HA Fiscal Year)</b> |
| Exterior Concrete   |  | 17,000                     | 2005 & 2006                                |
| Replace windows in other units  |  | 40,000                     | 2003                                       |
| Siding, Soffit, Fascia, Gutter and Spouting in four-plex                      |  | 9,000                      | 2003                                       |
| Landscaping   |  | 8,000                      | 2004 & 2005                                |
| Interior Lighting   |  | 10,000                     | 2004                                       |
| Water Heaters   |  | 9,000                      | 2004                                       |
| Doors   |  | 25,000                     | 2006                                       |
| Tree Trimming   |  | 4,000                      | 2006                                       |
| <b>Total estimated cost over next 5 years</b>                                 |  | <b>\$122,000</b>           |  |

| <b>Optional 5-Year Action Plan Tables</b>                                     |  |                            |  |
|---|--|----------------------------|--|
| <b>Development Number</b>   | <b>Development Name (or indicate PHA wide)</b> | <b>Number Vacant Units</b> | <b>% Vacancies in Development</b>          |
| <b>OH10P022011</b>  | <b>Yellow Springs Scattered Sites</b>          | <b>0</b>                   | <b>0</b>                                   |
| <b>Description of Needed Physical Improvements or Management Improvements</b> |  | <b>Estimated Cost</b>      | <b>Planned Start Date (HA Fiscal Year)</b> |
| Replace Windows   |  | 38,000                     | 2003                                       |
| Tree Trimming   |  | 7,000                      | 2003 & 2006                                |
| Repair Drainage Lift Station  |  | 7,000                      | 2004                                       |
| Entrance Doors  |  | 29,725                     | 2004 & 2006                                |
| Flooring  |  | 5,000                      | 2004                                       |
| Roofing   |  | 50,000                     | 2005                                       |
| Exterior Concrete   |  | 8,000                      | 2005                                       |
| Light Fixtures  |  | 5,000                      | 2005                                       |
| <b>Total estimated cost over next 5 years</b>                                 |  | <b>\$149,725</b>           |  |

| <b>Optional 5-Year Action Plan Tables</b> |                         |               |                    |
|---|-------------------------|---------------|--------------------|
| <b>Development</b>                        | <b>Development Name</b> | <b>Number</b> | <b>% Vacancies</b> |

| Number   | (or indicate PHA wide)      | Vacant Units | in Development   |                                     |
|--|-----------------------------|--------------|------------------|-------------------------------------|
| OH10P022012  | Beavercreek Scattered Sites | 1            | 2%               |                                     |
| Description of Needed Physical Improvements or Management Improvements |                             |              | Estimated Cost   | Planned Start Date (HA Fiscal Year) |
| Replace Basement Windows   |                             |              | 10,000           | 2003                                |
| Replace Shutters   |                             |              | 4,000            | 2003                                |
| Rehab units  |                             |              | 200,000          | 2004 - 2006                         |
| Concrete repair  |                             |              | 2,000            | 2004                                |
| Site Grading   |                             |              | 9,500            | 2004 & 2005                         |
| Replace Roofs  |                             |              | 20,000           | 2004                                |
| Tree trimming  |                             |              | 5,000            | 2005                                |
| Chimney repair   |                             |              | 5,000            | 2005                                |
| Siding   |                             |              | 15,000           | 2006                                |
| Water Heaters  |                             |              | 10,000           | 2006                                |
| <b>Total estimated cost over next 5 years</b>                          |                             |              | <b>\$280,500</b> |                                     |

| Optional 5-Year Action Plan Tables                                     |  |                     |                            |                                     |
|--|--|---------------------|----------------------------|-------------------------------------|
| Development Number   | Development Name (or indicate PHA wide)  | Number Vacant Units | % Vacancies in Development |                                     |
| OH10P022013  | Maple Terrace and Family Scattered Sites | 1                   | 2%                         |                                     |
| Description of Needed Physical Improvements or Management Improvements |  |                     | Estimated Cost             | Planned Start Date (HA Fiscal Year) |
| Replace Siding, Soffit, Flashing, Gutters and Spouting                 |  |                     | 21,000                     | 2003                                |
| Replace Patio Doors  |  |                     | 16,800                     | 2003                                |
| Concrete Repair  |  |                     | 3,000                      | 2004                                |
| Tree Trimming  |  |                     | 1,500                      | 2004                                |
| Repave Parking Lot of Maple Terrace                                    |  |                     | 10,000                     | 2005                                |
| Landscaping and Site Grading   |  |                     | 11,000                     | 2006                                |
| Kitchen Cabinets   |  |                     | 45,000                     | 2006                                |
| Storm Doors  |  |                     | 9,400                      | 2006                                |
| Smoke Detectors  |  |                     | 5,000                      | 2006                                |
| <b>Total estimated cost over next 5 years</b>                          |  |                     | <b>\$122,700</b>           |                                     |

| Optional 5-Year Action Plan Tables |   |                     |                            |
|------------------------------------|---|---------------------|----------------------------|
| Development Number                 | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |

|   |  |                            |                                   |  |
|---|--|----------------------------|-----------------------------------|--|
| <b>OH10P022014</b>  | <b>Lawson Expansion</b>                        | <b>2</b>                   | <b>8%</b>                         |  |
| <b>Description of Needed Physical Improvements or Management Improvements</b> |  |                            | <b>Estimated Cost</b>             | <b>Planned Start Date (HA Fiscal Year)</b> |
| Exterior Concrete   |  |                            | 13,000                            | 2003, 2004 & 2006                          |
| Replace Roofs and Remove Solar Panels   |  |                            | 18,000                            | 2003                                       |
| Repair, Reseal and Stripe Parking Lots  |  |                            | 4,500                             | 2003                                       |
| Hot Water Heaters   |  |                            | 10,000                            | 2005                                       |
| Landscaping   |  |                            | 3,000                             | 2005                                       |
| Site Drainage   |  |                            | 5,000                             | 2005                                       |
| Smoke Detectors   |  |                            | 5,000                             | 2006                                       |
| Tree Trimming   |  |                            | 5,000                             | 2006                                       |
| <b>Total estimated cost over next 5 years</b>                                 |  |                            | <b>\$63,500</b>                   |  |
| <b>Optional 5-Year Action Plan Tables</b>                                     |  |                            |                                   |  |
| <b>Development Number</b>   | <b>Development Name (or indicate PHA wide)</b> | <b>Number Vacant Units</b> | <b>% Vacancies in Development</b> |  |
| <b>OH10P022015</b>  | Cedarville Scattered Sites                     | 0                          | 0                                 |  |
| <b>Description of Needed Physical Improvements or Management Improvements</b> |  |                            | <b>Estimated Cost</b>             | <b>Planned Start Date (HA Fiscal Year)</b> |
| Flooring  |  |                            | 12,000                            | 2003                                       |
| Maple Street Exterior and Parking Lot Lighting                                |  |                            | 4,500                             | 2003                                       |
| Siding, Facia, Gutter and Spouting  |  |                            | 8,000                             | 2003                                       |
| Replace Tub and Surrounds   |  |                            | 28,000                            | 2004                                       |
| Hot Water Heaters   |  |                            | 8,000                             | 2005                                       |
| Landscaping   |  |                            | 4,000                             | 2005                                       |
| Tree Trimming   |  |                            | 4,000                             | 2006                                       |
| <b>Total estimated cost over next 5 years</b>                                 |  |                            | <b>\$68,500</b>                   |  |

|   |  |                            |                                   |
|---|--|----------------------------|-----------------------------------|
| <b>Optional 5-Year Action Plan Tables</b> |  |                            |                                   |
| <b>Development Number</b>                 | <b>Development Name (or indicate PHA wide)</b> | <b>Number Vacant Units</b> | <b>% Vacancies in Development</b> |
| <b>OH10P022016</b>                        | Scattered Sites Xenia and Fairborn             | 0                          | 0                                 |

| Description of Needed Physical Improvements or Management Improvements | Estimated Cost   | Planned Start Date (HA Fiscal Year) |
|--|------------------|-------------------------------------|
| Replace Windows  | 50,000           | 2003                                |
| Cabinets and Fixtures  | 25,000           | 2003                                |
| Electrical Upgrade   | 40,400           | 2004 & 2006                         |
| Rehab Units  | 100,000          | 2004 & 2005                         |
| Site Grading   | 5,000            | 2005                                |
| Roofing  | 15,000           | 2006                                |
| Overhead Doors   | 2,000            | 2006                                |
| Siding   | 10,000           | 2006                                |
| Tree Trimming  | 2,000            | 2006                                |
| <b>Total estimated cost over next 5 years</b>                          | <b>\$249,400</b> |                                     |

| Optional 5-Year Action Plan Tables |   |                     |                            |
|------------------------------------|---|---------------------|----------------------------|
| Development Number                 | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| OH10P022017&18                     | Fairborn Scattered Sites                | 1                   | 5%                         |

| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
|--|----------------|-------------------------------------|
| Water Heaters  | 9,000          | 2006                                |
| Landscaping  | 4,000          | 2006                                |
| Energy Audit   | 2,000          | 2006                                |
| <b>Total estimated cost over next 5 years</b>                          | <b>15,000</b>  |                                     |

| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
|--------------------|---|---------------------|----------------------------|
| PHA Wide           |   |                     |                            |

| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
|--|----------------|-------------------------------------|
| On Demand Rehab  | 42,000         | 2003 – 2005                         |

|   |  |                            |  |
|---|--|----------------------------|--|
| <b>Resident Job Training</b>  |  | <b>141,504</b>             | <b>2003 - 2006</b>                         |
| <b>Staff Development</b>  |  | <b>40,000</b>              | <b>2003 – 2006</b>                         |
| <b>Computer Software</b>  |  | <b>80,000</b>              | <b>2003 – 2006</b>                         |
| <b>Consultants</b>  |  | <b>20,000</b>              | <b>2003 – 2006</b>                         |
| <b>Computer Hardware</b>  |  | <b>49,624</b>              | <b>2003 – 2006</b>                         |
| <b>Office Equipment</b>   |  | <b>24,308</b>              | <b>2003 – 2006</b>                         |
| <b>Maintenance Trucks</b>   |  | <b>60,000</b>              | <b>2004</b>                                |
| <b>Maintenance Equipment</b>  |  | <b>28,800</b>              | <b>2003 – 2006</b>                         |
| <b>Car For Staff</b>  |  | <b>18,000</b>              | <b>2005</b>                                |
| <b>Total estimated cost over next 5 years</b>                                 |  | <b>\$504,236</b>           |  |
| <b>Optional 5-Year Action Plan Tables</b>                                     |  |                            |  |
| <b>Development Number</b>   | <b>Development Name (or indicate PHA wide)</b> | <b>Number Vacant Units</b> | <b>% Vacancies in Development</b>          |
| <b>PHA Wide Administration</b>  |  |                            |  |
| <b>Description of Needed Physical Improvements or Management Improvements</b> |  | <b>Estimated Cost</b>      | <b>Planned Start Date (HA Fiscal Year)</b> |
| <b>Non-Tech Salaries</b>  |  | <b>50,840</b>              | <b>2003 – 2006</b>                         |
| <b>Tech Salaries</b>  |  | <b>77,364</b>              | <b>2003 – 2006</b>                         |
| <b>Employee Benefits</b>  |  | <b>40,088</b>              | <b>2003 – 2006</b>                         |
| <b>Legal Ads/Sundry</b>   |  | <b>10,628</b>              | <b>2003 - 2006</b>                         |
| <b>Total estimated cost over next 5 years</b>                                 |  | <b>\$178,920</b>           |  |

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

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

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

1. Development name:

2. Development (project) number:  
 3. Status of grant: (select the statement that best describes the current status)
- Revitalization Plan under development
  - Revitalization Plan submitted, pending approval
  - Revitalization Plan approved
  - Activities pursuant to an approved Revitalization Plan underway

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

If yes, list development name/s below:

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

If yes, list developments or activities below:

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

If yes, list developments or activities below:

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

| <b>Demolition/Disposition Activity Description</b>    |
|---|
| 1a. Development name:                                 |
| 1b. Development (project) number:                     |
| 2. Activity type: Demolition <input type="checkbox"/> |



|   |
|---|
| Disposition <input type="checkbox"/>  |
| 3. Application status (select one)<br>Approved <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>   |
| 5. Number of units affected:  |
| 6. Coverage of action (select one)<br><input type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity:<br>b. Projected end date of activity:   |

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

[24 CFR Part 903.7 9 (i)]

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

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:                         |

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

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

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

| <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<br><input type="checkbox"/> Assessment results submitted to HUD<br><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)<br><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)<br><input type="checkbox"/> Conversion Plan in development<br><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)<br><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)<br><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)<br><input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:<br><input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )<br><input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )<br><input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent<br><input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units<br><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<br/>(Complete one for each development affected)</b>  |
|--|
| 1a. Development name:<br>1b. Development (project) number:   |
| 2. Federal Program authority:<br><input type="checkbox"/> HOPE I<br><input type="checkbox"/> 5(h)<br><input type="checkbox"/> Turnkey III<br><input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)           |
| 3. Application status: (select one)<br><input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program<br><input type="checkbox"/> Submitted, pending approval<br><input type="checkbox"/> Planned application |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission:<br>(DD/MM/YYYY)   |
| 5. Number of units affected:<br>6. Coverage of action: (select one)<br><input type="checkbox"/> Part of the development<br><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? 11/09/2000

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 in Moving To Work Demonstration and provides funding for IDA Program

**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) Preference for Moving To Work Families

b. Economic and Social self-sufficiency programs

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

| Services and Programs  |                   |  |  |  |
|--|-------------------|--|--|--|
| Program Name & Description<br>(including location, if appropriate) | Estimated<br>Size | Allocation<br>Method<br>(waiting<br>list/random<br>selection/specific<br>criteria/other) | Access<br>(development office /<br>PHA main office /<br>other provider name) | Eligibility<br>(public housing or<br>section 8<br>participants or<br>both) |
| <i>Resident Initiative Program</i>                                 | 6                 | <i>Specific criteria</i>   | <i>GMHA main office</i>  | <i>Public Housing</i>  |
|  |                   |  |  |  |
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**(2) Family Self Sufficiency program/s Not applicable**

a. Participation Description

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

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

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on admission and reexamination

- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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



Other (describe below)

3. Which developments are most affected? (list below)  
OH10P022010

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

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

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

2. Which developments are most affected? (list below)  
OH10P022010

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

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

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

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

OH10P022010

**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.

NA

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

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

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

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

[24 CFR Part 903.7 9 (n)]

The pet policy does not apply to animals that are used to assist persons with disabilities.

GMHA allows for pet ownership in its developments with the written pre-approval of GMHA. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units. In exchange for this right, resident assumes full responsibility and liability for the pet and agrees to hold GMHA harmless from any claims caused by an action or inaction of the pet.

GMHA will allow only common household pets. Only domesticated animals such as dog, cat, bird, rodent (including a rabbit), fish in aquariums or a turtle will be allowed in units. All pets other than dogs or cats must be kept in a cage or aquarium. Common household pets do not include reptiles (except turtles). Only one cat or dog per unit is allowed. All dogs and cats must be spayed or neutered before they become six months old. Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed. This includes all pit bull or rottweiler breed dogs. No animal may exceed twenty pounds in weight in elderly developments.

In order to be registered, pets must be appropriately inoculated against rabies and other conditions prescribed by state and/or local ordinances. A pet deposit of \$200 is required at the time of registering a pet. The deposit is refundable when the pet or family vacate the unit, less any amounts owed due to damage beyond normal wear and tear as determined by a household pet inspection. A deposit is required only for dogs and cats.

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas. Repeated substantiated complaints by neighbors or

GMHA personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance will result in the owner having to remove the pet or move him/herself. Pets must be kept in the owner's apartment or on a leash at all times when outside the unit (no outdoor cages may be constructed in elderly developments). Pet owners must clean up after their pets and are responsible for disposing of pet waste in an appropriate and sanitary manner. With the exception of assistive animals, no pet shall be allowed in the community room, community room kitchen, laundry rooms, public bathrooms, lobby, hallways or office in any of our sites.

Current residents with pets will be "grandfathered in" regarding the amount of the pet deposit. But at recertification time, the pet's status of shots, neutering and licensing must be current.

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

4 & 5 Not Applicable

Not applicable

**17. PHA Asset Management** [24 CFR Part 903.7 9 (q)]

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

- 1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating,

capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

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

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

3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

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

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

Attached at Attachment (File name)

Provided below:

1. Questions from resident about the grandfathering in of the new pet policy changes. A resident felt that pictures of pets should only apply to elderly developments. Requirements should be simplified for pets by just requiring licenses and meeting area local ordinances. A resident stated that some pet owners will not give shots to their pets because of pet health risks.
2. Question about new kitchen and bath tile at Maple Terrace. Some patio doors need replaced in 22-05. Tree trimming may need to be done in 22-18.
3. Questions about the community service requirements. One resident strongly felt that a parent with younger than school age children at home should be exempt from the required Community Service requirements.
4. A resident felt that interim recertification in Low Rent should be treated as they are in Section 8, with interim changes only required in a few circumstances.
5. A resident encouraged efforts to recruit more Section 8 landlords and should allow higher rents in high rent places. Felt that the volume and redundancy of forms is overwhelming.

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:  
Pictures of pet are not required.
- Other: (list below) Units had just been inspected by the Inspection Group accompanied by GMHA personnel. Tile in Maple Terrace is still in good condition. Patio doors are scheduled in 2006, but can be brought forward if needed. Tree trimming is not in the Capital Fund for 22-18, but work will be done through regular maintenance if needed.

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

- 1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
- 2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: State of Ohio, City of Fairborn, City of Xenia, and Greene County

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)  
Priority #1 – Low-Income Renter Households – GMHA will continue to provide rental assistance through the Public Housing and Section 8 Programs.

Priority #2 - Low and Moderate Income Owners – GMHA with the Ohio State University Extension Office in Greene County operates an Individual Development Account (IDA) program with funds from the Greene County Department of Human Services, National City Bank, and Fifth Third Bank. One of the designated uses of the IDA is downpayment for purchase of a home.

Priority #3 – Homeless Families and Individuals – GMHA gives a priority to homeless families. GMHA operates a Shelter Plus Care program for SMD homeless. In addition, GMHA has a state grant for a program which provides case management assistance to homeless families and high risk families for up to 12 months to assist them in locating housing and maintaining the housing.

Other: (list below)

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

The State makes funds available for downpayment assistance through CHIP and the Ohio Housing Finance Agency offers a Downpayment Assistance Program.

The State makes funds available for homeless programs and supportive services.

The State makes funds available to assist non-homeless special needs populations as frail elderly, persons with AIDS, disabled families and families participating in programs to achieve economic self-sufficiency.

**B. Other Information Required by HUD**

**Substantial Deviation and Significant Amendment or Modification**

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, or objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

**Deconcentration Policy**

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

The Greene Metropolitan Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

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

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

**Attachments**

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

**Implementation of Public Housing Resident Community Service Requirements**

In order to be eligible for continued occupancy, each adult family member must either contribute eight hours per month of community service (not including political activities) or participate in an economic self-sufficiency program, or perform eight hours per month of combined activities as previously described unless they are exempt from this requirement.

Adult family members that are exempt are a) 62 or older, b) blind or disabled and who certifies that because of this disability she or he is unable to comply with the community service requirement, c) family members who are the primary care giver for someone who is blind or disabled, d) family members receiving assistance, benefits or services under a State program funded under part A title IV of the Social Security Act

or under any other State welfare program, including welfare-to-work and who are in compliance with that program, or e) adult family member working at least ten hours per week.

GMHA shall notify all such family members of the community service requirement and of the categories of individuals who are exempt from the requirement. Family members have the opportunity to claim and explain an exempt status, which will be verified.

Notification will advise that obligation begin upon the effective date of their first annual reexamination on or after 10/1/2001. For families paying flat rent, the obligation begins on the date their annual reexamination would have been effective had an annual reexamination taken place. Failure to comply with the community service requirement will result in ineligibility for continued occupancy at the time of any subsequent annual reexamination.

Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community. An economic self-sufficiency program is one that is designated to encourage, assist, train, or facilitate the economic independence of participants and their families or to provide work for participants. GMHA will coordinate with Greene County businesses, social service agencies, and local schools in identifying a list of volunteer community service positions. GMHA will provide a list of volunteer opportunities, will provide information about obtaining suitable volunteer positions, and will provide a time sheet. The individual will complete the form and have a supervisor date and sign for each period of work.

GMHA will provide a cure that will occur over the twelve month period for residents that are not in compliance of the community service requirement.

### **Resident Membership of the GMHA Board**

Adult Public Housing residents are invited to submit a letter of interest to the Executive Director. In the letter they are asked to respond to the following questions: 1) Why are you interested in serving on GMHA's Board of Commissioners? 2) Do you have prior experience on a board or involvement with a community organization? 3) Tell briefly what you are doing: working, attending school, caring for family members, etc. and 4) Would you have transportation and be able to attend meetings on a regular basis?

Staff reviews the letters, talk with the candidates, and make a recommendation to Board of Commissioners. The selection is then given to the appointing authority for the next vacancy and asked to make the resident appointment.



Nina Killingsworth, resident of OH10P022011, was the first resident appointed member. Her term was 1/01/1999 through 12/31/2000. Tammy McClellan, resident of OH10P022018, was appointed for a term 1/01/2001 through 12/31/2005 by the Court of Common Pleas, Greene County, Ohio, Probate Division.

### **Membership of the Resident Advisory Board**

Deborah Doolin, 243 Maple Terrace, Fairborn, OH 45324  
Debra Miller, 217-B W. Dayton-Yellow Springs Rd., Fairborn, OH 45324  
Bernice Scruggs, 226 Maple Terrace, Fairborn, OH 45324  
Connie Spurlock, 211-E W. Dayton-Yellow Springs Rd., Fairborn, OH 45324  
Marilyn Van Eaton, 1 Lawson Pl. #23, Yellow Springs, OH 45387  
Danita Blessing, 1078 Boston Ct., Xenia, OH 45385  
Brenda Brown, 175 Poe Lane, Xenia, OH 45385  
Tina Cunningham, 1401 Arrowhead Tr., Xenia, OH 45385  
Erica Foster, 708 E. Third St., Xenia, OH 45385  
Tammy McClellan, 3322 Sunnyside Dr., Beavercreek, OH 45432  
Tracy Melvin, 95 Maple St., Cedarville, OH 45314  
Teresa Pasch, 302 Fairfield Pk., Yellow Springs, OH 45387  
Cheryl Porter, 964 Xenia Ave., Yellow Springs, OH 45387  
Tamera Poteate, 25 N. Third St., Fairborn, OH 45324  
Ralph Wade, P.O. Box 101, Cedarville, OH 45314

**PHA Plan  
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