

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2001

CRANSTON HOUSING AUTHORITY

50 Birch Street

Cranston, Rhode Island 02920

401-944-7210

Revised 8/17/2001
Ri006v02

**PHA Plan
Agency Identification**

PHA Name: *Cranston Housing Authority*

PHA Number: *RI006*

PHA Fiscal Year Beginning: *10/2001*

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004

A. Mission

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

B. Goals

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

- 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)

For the next three years we plan to install sprinkler systems in the common areas of RI 6-1, Hall Manor, RI 6-4, Arlington Manor and RI 6-5, Knightsville Manor. When all of the common areas are completed, we will begin installing sprinkler systems in the apartments of these developments. As units become available, we will also be replacing flooring at RI 6-1, Hall Manor, RI 6-2, Budlong Manor and RI 6-3 Randall Manor

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)

**Annual PHA Plan
PHA Fiscal Year 2001**

i. Annual Plan Type:

X 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

This plan for FY2001 targets several areas of focus:

- *Addressing any areas of work that ensures the viability of our developments and performance of statutory regulations*
- *Converting efficiencies, which are difficult to rent, into one bedroom apartments in order to reduce vacancy turn around rate to more accurately reflect our performance*
- *Keeping our aging population in place by continuing to provide support programs.*
- *Providing motivated families with the assistance they need to become economically independent.*

These objectives will be implemented through specific activities, which will be financially supported through our operating budget as well as grants from HUD. We are currently undertaking major steps to install sprinkler systems in all of our hi-rise buildings. This will be accomplished in two phases, as it is a very costly project. Along with this project, we have made plans to install an elevator at one of our two-story walk-up buildings to accommodate our aging population.

Phase II of our conversion initiative will begin this summer using operating funds. We have been very successful in reducing vacancies under the first phase and hope that by converting several more units from efficiency units to one-bedroom units that we will be able to solve the ongoing problem at RI 6-5, Knightsville Manor. This development had 120 efficiency units out of the total of 198 units. Through conversion, we are now down to 99 efficiency units.

We have received a ROSS Grant for a Resident Service Delivery Model. This grant will enable the authority to provide additional services to our at-risk population. This effort will result in longer residency. (We have 30 residents between 90 and 100 years of age.)

After administering a family self-sufficiency program for many years, we have placed our family scattered-site program into a 5 (h) Homeownership Program, thus extending the opportunity for our families to become first time homebuyers. It is our belief that our Homeownership participants will motivate other families towards independence through advancement in the work place.

As an economic incentive to working families, the Cranston Housing Authority has opted to take advantage of a Flat Rent, which is based on Fair Market Rents for the City of Cranston. This option has given our working families a chance to retain more of their income, thus giving them a better quality of life.

iii. Annual Plan Table of Contents

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Required Attachments:

- Admissions Policy for Deconcentration (**ri006e02**)
- FY 2001 Capital Fund Program Annual Statement (**ri006a02**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2001 Capital Fund Program 5 Year Action Plan (**ri006b02**)
- 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)
- FY2000 Capital Fund Program Performance and Evaluation Report (**ri006c02**)
- FY1999 Capital Fund Program Performance and Evaluation Report (**ri006d02**)

Supporting Documents Available for Review

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X 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 X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X 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 year	Annual Plan: Capital Needs
N/A	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
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
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
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	PHA Management Organizational Chart	Annual Plan: Operations and Management

1. Statement of Housing Needs

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	2260	3	1	3	1	4	1
Income >30% but <=50% of AMI	2591	4	2	2	1	3	1
Income >50% but <80% of AMI	3115	5	3	1	1	2	1
Elderly	2229	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
Families with Disabilities	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
Race/Ethnicity*							
Race/Ethnicity *							
Race/Ethnicity *							
Race/Ethnicity *							

* Information not available.

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: **2000-2005**
- 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**

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	573		51
Extremely low income <=30% AMI	401	70%	
Very low income (>30% but <=50% AMI)	133	23%	
Low income (>50% but <80% AMI)	39	7%	
Families with children	217	38%	
Elderly families	148	26%	
Families with Disabilities	158	28%	
White	346	60%	
Black	55	10%	
American Indian	10	2%	
Asian	2	0	
<i>Hispanic</i>	160	28%	
Characteristics by Bedroom Size (Public Housing Only)			
0BR	21	4%	
1BR	265	46%	
2 BR	167	29%	
3 BR	99	17%	
4 BR	20	3%	
5 BR	0	0	
6 BR	1	0	

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? No Yes *The Section 8 Waiting List is closed, the Public Housing Elderly/Disabled Waiting List is open. The 5(h) Homeownership Waiting List is closed.*

If yes:

How long has it been closed (# of months)? 24

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

B. Strategy for Addressing Needs

(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:

- 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: *Continue on with our program of converting 0BR units to 1BR units, as 0BR units have been historically difficult to rent.*

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

- 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: *The CHA will apply for grants that will comply with the Consolidated Plan for the City of Cranston*

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

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

- 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

- 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:

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

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

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

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

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

Strategy 2: Conduct activities to affirmatively further fair housing

- 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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	<i>549,042</i>	
b) Public Housing Capital Fund	<i>931,816</i>	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
e) Annual Contributions for Section 8 Tenant-Based Assistance	<i>1,278,761</i>	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	<i>75,000</i>	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
j) EDSS-SCPH Renewal	<i>37,500</i>	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	<i>1,800,230</i>	
Excess Utilities	<i>12,000</i>	
4. Other income (list below)		
4. Non-federal sources (list below)		
Roof Antenna Rental	<i>112,000</i>	
Investment Income	<i>170,080</i>	
Total resources	<i>4,966,429</i>	

3. PHA Policies Governing Eligibility, Selection, and Admissions

A. Public Housing

(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: ***Within one month.***
- Other: (describe)

- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- Criminal or Drug-related activity
 - Rental history
 - Housekeeping
 - Other: *Credit Reports*
- 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: *Time and Date*
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office
 - PHA development site management office
 - Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
1. How many site-based waiting lists will the PHA operate in the coming year?
 2. Yes No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
 3. Yes No: May families be on more than one list simultaneously
If yes, how many lists?
 4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
 - PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 1** Working families and those unable to work because of age or disability
- 1** Veterans and veterans' families
- 1** 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)

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: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

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

B. Section 8

(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: *Name and address of former landlord.*

(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: *If an applicant proves a hardship.*

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

A. Public Housing

(1) Income Based Rent Policies

a. Use of discretionary policies: (select one)

X 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
X \$1-\$25
 \$26-\$50

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

Market comparability study

Fair market rents (FMR)

95th percentile rents

75 percent of operating costs

100 percent of operating costs for general occupancy (family) developments

Operating costs plus debt service

The "rental value" of the unit

Other (list below)

f. Rent re-determinations:

1. Between income 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:
Residents are required to report any changes in family composition and decreases in income.

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

(1) Payment Standards

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)
Census data indicates that the gross median rent in Cranston, Rhode Island is 15.3% above that of the FMR area.

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

In accordance with the CHA Section 8 Administrative Plan, Chapter 16. K. "There are exceptions to the minimum rent requirements for hardship circumstances as follows: (1) the family has lost eligibility or is awaiting an eligibility determination for a Federal, State, or local assistance program; (2) the family would be evicted as a result of the imposition of the minimum rent requirement; (3) the income of the family has decreased because of changed circumstances, including loss of employment; (4) a death in the family has occurred".

5. Operations and Management

A. PHA Management Structure

- An organization chart showing the PHA's management structure and organization is attached. *ri006d02*
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	<i>624</i>	<i>83</i>
Section 8 Vouchers	<i>157</i>	<i>16</i>
Section 8 Certificates	<i>65</i>	<i>6</i>
Section 8 Mod Rehab	<i>N/A</i>	<i>N/A</i>
Special Purpose Section 8 Certificates/Vouchers (list individually)	<i>N/A</i>	<i>N/A</i>
Public Housing Drug Elimination Program (PHDEP)	<i>N/A</i>	<i>N/A</i>
Other Federal Programs(list individually)	<i>N/A</i>	<i>N/A</i>

C. Management and Maintenance Policies

(1) Public Housing Maintenance and Management:

- a. Policies and Procedures of the Cranston Housing Authority*
- b. Cranston Housing Authority Maintenance Plan*

(2) Section 8 Management: (list below)

Cranston Housing Authority Section 8 Administrative Plan

6. PHA Grievance Procedures

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

A. Capital Fund Activities

(1) Capital Fund Program Annual Statement

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment *ri006a02*

-or-

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

(2) Optional 5-Year Action Plan

- 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 *ri006b02* –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)

(3) Performance & Evaluation Plan

- a. The FY 2000 Capital Fund P & E Report is provided as attachment *ri006c02*

b. The FY 1999 Capital Fund P & E Report is provided as attachment *ri006d02*

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

- 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

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

2. Activity Description

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

Demolition/Disposition Activity Description	
1a. Development name:	Knightsville Manor
1b. Development number:	RI 6-5
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>(07/01/2001)</u>
5. Number of units affected:	15 (We will loose 5, 0-Brs and end up with 10, 1-BR units, once the two-phase program is completed)
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 09/01/2001 b. Projected end date of activity: 10/01/2002

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	

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

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

A. Public Housing

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	<i>Acquisition Program Scattered Sites</i>
1b. Development (project) number:	<i>RI 6-7</i>
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<u>(05/23/2000)</u>
5. Number of units affected:	21
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	<i>FSS Scattered-Sites</i>
1b. Development (project) number:	<i>RI 6-8</i>
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<u>(05/23/2000)</u>
5. Number of units affected:	20
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" 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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Family Self-Sufficiency Program</i>	<i>5</i>	<i>Resident Choice</i>	<i>PHA Main Office</i>	<i>Public Housing</i>
<i>ROSS Grant</i>	<i>50</i>	<i>Specific Criteria</i>	<i>Social Worker's Office</i>	<i>Public Housing</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	5	03/22/2001
Section 8	0	03/22/2001

- 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:

Minimum program size no longer required.

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
--

Community Service Requirements are addressed in the CHA Admissions and Occupancy Policy – Chapter 4-17. and posted in the CHA Management Office at Arlington Manor, 50 Birch Street, Cranston, Rhode Island 02920. Also, see Attachment ri006f02

13. PHA Safety and Crime Prevention Measures

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: ***The City of Cranston is not considered a high crime area.***

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)

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

- Yes No: 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

CHA Pet Policy is posted in the CHA Management Office at Arlington Manor, 50 Birch Street, Cranston, Rhode Island 02920. Also, see Attachment ri006g02

15. Civil Rights Certifications

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

16. Fiscal Audit

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

17. PHA Asset Management

- 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

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:

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

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

*****SEE Attachment ri006j02 for Resident Advisory Board Membership***

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

1. Consolidated Plan jurisdiction: ***The City of Cranston, Rhode Island***

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 and are listed below:

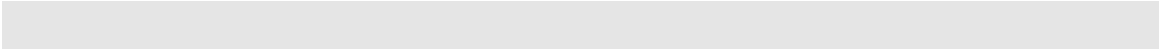
- a. Encouraging Home-Ownership through the 5(h) Program*
- b. Developing affordable assisted living through the authority's non-profit, The Cranston Housing Foundation.*

Other: (list below)

2. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

Based on needs identified through the consolidated planning process, the City of Cranston will target resources for rental housing, rehabilitation programs; affordable housing initiatives and down payment assistance to low moderate-income persons.

Attachments

1. **ri006a02 Component 7 –Annual Statement**
 2. **ri006b02 Component 7 –Five Year Plan**
 3. **ri006c02 Component 7 –P & E Report-FY2000**
 4. **ri006d02 Component 7 –P & E Report-FY1999**
 5. **ri006e02 De-concentration Policy**
 6. **ri006f02 Community Service Policy**
 7. **ri006g02 Pet Policy**
 8. **ri006h02 Five Year Plan Statement of Progress**
 9. **ri006i02 Resident Membership on Governing Board**
 10. **ri006j02 Resident Advisory Board Membership**
 11. **ri006k02 PHA Management Organizational Chart**
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Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Cranston Housing Authority		Grant Type and Number Capital Fund Program Grant No: RI43P00650101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision number:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non- CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	12,000			
4	1410 Administration	52,500			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	765,316			
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	5,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	67,649			
20	Amount of Annual Grant: (sum of lines 2-19)	952,465			
21	Amount of line XX Related to LBP Activities				
22	Amount of line XX Related to Section 504 compliance				
23	Amount of line XX Related to Security - Soft Costs				
24	Amount of line XX Related to Security - Hard Costs				
25	Amount of line XX Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				
Signature of Executive Director and Date:			Signature of Public Housing Director & Date:		

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages

PHA Name: Cranston Housing Authority		Grant Type and Number Capital Fund Program Grant No. RI43P00650101 Replacement Housing Factor Grant No.				Federal FY of Grant 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
RI43P006001 Hall Manor	a. Remove asbestos flooring in apartments, replace with new flooring	1460	15%	40,000				
	b. Remove asbestos flooring in hallways, replace with new flooring	1460	100%	55,000				
	Subtotal			95,000				
RI43P006002 Budlong Manor	a. Remove asbestos flooring in apartments, replace with new flooring	1460	15%	40,000				
	b. Remove asbestos flooring in hallways, replace with new flooring	1460	100%	50,000				
	Subtotal			90,000				
RI43P006003 Randall Manor	a. Remove asbestos flooring in apartments, replace with new flooring	1460	15%	40,000				
	b. Remove asbestos flooring in hallways, replace with new flooring	1460	100%	50,000				
	Subtotal			90,000				
Signature of Executive Director & Date:					Signature of Public Housing Director/Office of Native American Programs Administrator & Date:			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages

PHA Name: Cranston Housing Authority		Grant Type and Number Capital Fund Program Grant No. RI43P00650101 Replacement Housing Factor Grant No.				Federal FY of Grant 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
RIP006004 Arlington Manor	a. Remove asbestos flooring in apartments, replace with new flooring	1460	15%	40,000				
	b. Install fire sprinkler system in common areas, all associated electrical and alarm work	1460	100%	400,000				
	Subtotal			440,000				
RI43P006005 Knightsville Manor	a. None			0				
RI43P006006 Jennings Manor	a. Bathroom renovations	1460	100%	50,316				
RI43P006007 Scattered Sites	a. None			0				
RI43P006008 Scattered Sites	a. None			0				
Signature of Executive Director & Date:					Signature of Public Housing Director/Office of Native American Programs Administrator & Date:			

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages		
PHA Name:	Grant Type and Number	Federal FY of Grant
Cranston Housing Authority	Capital Fund Program Grant No. RI43P00650101	2001

Cranston Housing Authority

Replacement Housing Factor Grant No.

2001

Development Number Name/HA-Wide	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	a. Nondwelling equipment 1. Office equipment	1475		5,000				
	b. Administration 1. Administration salaries	1410		52,500				
	c. Fees and Costs 1. A & E fees	1430		50,000				
	d. Management needs 1. Software updates 2. Staff training	1408		10,000 2,000				
	Subtotal			119,500				
Signature of Executive Director & Date:				Signature of Public Housing Director/Office of Native American Programs Administrator & Date:				

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

PHA Name: Cranston Housing Authority	Grant Type and Number Capital Fund Program No: RI43P00650101 Replacement Housing Factor No:	Federal FY of Grant: 2001
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Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
RI43P006001 Hall Manor	03/31/2003			09/30/2004			
RI43P006002 Budlong Manor	03/31/2003			09/30/2004			
RI43P006003 Randall Manor	03/31/2003			09/30/2004			
RI43P006004 Arlington Manor	03/31/2003			09/30/2004			
RI43P006005 Knightsville Manor	03/31/2003			09/30/2004			
RI43P006006 Jennings Manor	03/31/2003			09/30/2004			
RI43P006007 Scattered Sites	03/31/2003			09/30/2004			
RI43P006008 Scattered Sites	03/31/2003			09/30/2004			

Signature of Executive Director & Date:

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

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Cranston Housing Authority		Optional 5-Year Action Plan Tables		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development number/Name/HA-Wide	Year 1 2001	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005
RI43P006001 Hall Manor	Annual Statement	709,465	100,000	0	0
RI43P006002 Budlong Manor		40,000	90,000	0	0
RI43P006003 Randall Manor		40,000	100,000	0	0
RI43P006004 Arlington Manor		40,000	40,000	512,465	358,000
RI43P006005 Knightsville Manor		0	495,965	310,000	430,965
RI43P006006 Jennings Manor		0	0	0	30,000
RI43P006007 Scattered Sites		0	0	0	0
RI43P006008 Scattered Sites		0	0	0	0
PHA-Wide		123,000	126,500	130,000	133,500
CFP Funds Listed for 5-year planning		952,465	952,465	952,465	952,465
Replacement Housing Factor Funds					
Signature of Executive Director & Date:			Signature Public Housing Director & Date:		

Activities for Year 1 2001	Activities for Year: <u>2</u> FFY Grant: 2002 PHA FY: 2002			Activities for Year: <u>3</u> FFY Grant: 2003 PHA FY: 2003		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	RI43P006004 Arlington Manor	a. Remove asbestos flooring in apartments and replace with new flooring	40,000	RI43P006004 Arlington Manor	a. Remove asbestos flooring in apartments and replace with new flooring	40,000
	RI43P006005 Knightsville	a. None		RI43P006005 Knightsville	a. Install fire sprinkler system in all apartments, all associated ceiling, electrical and alarm work	495,965
	RI43P006006 Jennings Manor	a. None		RI43P006006 Jennings Manor	a. None	0
	RI43P006007 Scattered Sites	a. None		RI43P006007 Scattered Sites	a. None	0
	RI43P006008 Scattered Sites	a. None		RI43P006008 Scattered Sites	a. None	0
	PHA-Wide	a. Nondwelling equipment		PHA-Wide	a. Nondwelling equipment	
		1. Office equipment	5,000		1. Office equipment	5,000
		b. Administration			b. Administration	
		1. Administration salaries	55,000		1. Administration salaries	57,500
		c. Fees and costs			c. Fees and costs	
		1. A & E fees	51,000		1. A & E fees	52,000
		d. Management needs			d. Management needs	
		1. Software updates	10,000		1. Software updates	10,000
		2. Staff training	2,000		2. Staff training	2,000
		Subtotal	123,000		Subtotal	126,500
		Total CFP Estimated Cost	\$163,000			\$662,465

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Cranston Housing Authority	Grant Type and Number Capital Fund Program Grant No: RI43P00650100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision number: 1)
 Performance and Evaluation Report for Period Ending: 03/31/01
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non- CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	12,000	12,000	0	0
4	1410 Administration	50,000	50,000	50,000	10,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000	50,000	38,950	10,379
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	687,500	777,456	0	0
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures	59,360	42,360	0	0
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	72,956	0		
20	Amount of Annual Grant: (sum of lines 2-19)	931,816	931,816	88,950	20,379
21	Amount of line XX Related to LBP Activities				
22	Amount of line XX Related to Section 504 compliance				
23	Amount of line XX Related to Security - Soft Costs				
24	Amount of line XX Related to Security - Hard Costs				
25	Amount of line XX Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				

Signature of Executive Director and Date:	Signature of Public Housing Director & Date:
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Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FY of Grant		
Cranston Housing Authority		Capital Fund Program Grant No. RI43P00650100 Replacement Housing Factor Grant No.				2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
RI43P006001 Hall Manor	a. Relocate laundry and enlarge trash room.	1470	100%	59,360	42,360	0	0	In design stage
	b. Replace flooring in hallways	1460	100%	50,000	0	0	0	Moved to YR 2001 CFP
	Subtotal			109,360	42,360	0	0	
RI43P006002 Budlong Manor	a. Replace flooring in hallways	1460	100%	30,000	0	0	0	Moved to YR 2001 CFP
RI43P006003 Randall Manor	a. Replace flooring in hallways	1460	100%	50,000	0	0	0	Moved to YR 2001 CFP
RI43P006004 Arlington Manor	a. Install new fire booster pump system and related work and relocate	1460	100%	0	150,000	0	0	In design stage
RI43P006005 Knightsville Manor	a. Install fire sprinkler system in common areas, all associated ceiling, electrical and alarm work	1460	100%	507,500	477,456	0	0	In design stage
	b. Install new fire booster pump system and related work and relocate	1460	100%	50,000	150,000	0	0	In design stage
	Subtotal			557,500	627,456	0	0	
Signature of Executive Director & Date:				Signature of Public Housing Director/Office of Native American Programs Administrator & Date:				

PHA Name: Cranston Housing Authority		Grant Type and Number Capital Fund Program Grant No. RI43P00650100 Replacement Housing Factor Grant No.			Federal FY of Grant 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
RI43P006006 Jennings Manor	a. None			0	0			
RI43P006007 Scattered Sites	a. None			0	0			
RI43P006008 Scattered Sites	a. None			0	0			
PHA-Wide	a. Nondwelling equipment 1. None	1475		0	0			
	b. Administration 1. Administration salaries	1410		50,000	50,000	50,000	10,000	Ongoing
	c. Fees and Costs 1. A & E fees	1430		50,000	50,000	38,950	10,379	Ongoing
	d. Management needs 1. Software updates	1408		10,000	10,000	0	0	Not started
	2. Staff training			2,000	2,000	0	0	Not started
	Subtotal				112,000	112,000	88,950	20,379
Signature of Executive Director & Date:				Signature of Public Housing Director/Office of Native American Programs Administrator & Date:				

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

PHA Name: Cranston Housing Authority	Grant Type and Number Capital Fund Program No: RI43P00650100 Replacement Housing Factor No:	Federal FY of Grant: 2000
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Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
RI43P006001 Hall Manor	03/31/2002			09/30/2003			
RI43P006002 Budlong Manor	03/31/2002			09/30/2003			
RI43P006003 Randall Manor	03/31/2002			09/30/2003			
RI43P006004 Arlington Manor	03/31/2002			09/30/2003			
RI43P006005 Knightsville Manor	03/31/2002			09/30/2003			
RI43P006006 Jennings Manor	03/31/2002			09/30/2003			
RI43P006007 Scattered Sites	03/31/2002			09/30/2003			
RI43P006008 Scattered Sites	03/31/2002			09/30/2003			

Signature of Executive Director & Date:

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

**Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP) Part 1: Summary**

PHA Name: Cranston Housing Authority	Grant Type and Number Comprehensive Grant No: RI43P00670899	Federal FY of Grant: 1999
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision number: 3)
 Performance and Evaluation Report for Period Ending: 3/31/2001
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non- CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	12,000	2,052	2,052	2,052
4	1410 Administration	47,500	47,500	47,500	47,500
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000	53,855	53,855	49,958
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	868,604	873,562	873,562	636,875
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	8,000	9,135	9,135	9,135
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	0	0		
20	Amount of Annual Grant: (sum of lines 2-19)	986,104	986,104	986,104	745,520
21	Amount of line XX Related to LBP Activities				
22	Amount of line XX Related to Section 504 compliance				
23	Amount of line XX Related to Security - Soft Costs				
24	Amount of line XX Related to Security - Hard Costs				
25	Amount of line XX Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				

Signature of Executive Director	Date	Signature of Public Housing Director	Date
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**Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP) Part II: Supporting Pages**

PHA Name: Cranston Housing Authority		Grant Type and Number Comprehensive Grant No. RI43P00670899				Federal FY of Grant 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
RI43P006001 Hall Manor	a. Replace wood fire doors, locking and closing hardware	1460	100%	54,000	54,000	54,000	54,000	complete
	b. Apartment asbestos floor tile abatement & new flooring installation	1460	10%	<u>29,000</u>	<u>27,400</u>	<u>27,400</u>	<u>13,985</u>	in progress
	Subtotal			83,000	81,400	81,400	67,985	
RI43P006002 Budlong Manor	a. Replace wood fire doors	1460	100%	52,210	52,210	52,210	52,210	complete
	b. Paint exterior balconies and trim	1460	100%	10,000	10,000	10,000	10,000	
	c. Install new passenger elevator & related equipment	1460	100%	204,243	204,243	204,243	0	
	d. Apartment asbestos floor tile abatement & installation	1460	10%	<u>20,000</u>	<u>19,000</u>	<u>19,000</u>	<u>13,985</u>	in progress
Subtotal			286,453	285,453	285,453	76,195		
RI43P006003 Randall Manor	a. Replace wood fire doors, locking and closing hardware	1460	100%	54,000	54,000	54,000	54,000	complete
	b. Paint exterior balconies and trim	1460	100%	10,000	10,000	10,000	10,000	complete
	c. Apartment asbestos floor tile abatement & new flooring installation	1460	10%	<u>29,000</u>	<u>28,000</u>	<u>28,000</u>	<u>13,985</u>	in progress
Subtotal			93,000	92,000	92,000	77,985		
RI43P006004 Arlington Manor	a. Replace wood fire doors, locking and closing hardware	1460	100%	75,000	79,000	79,000	79,000	complete
	b. Replace all AC horns on fire alarms with DC horns/strobes	1460	100%	0	0			Done in 6-707
	c. Upgrade water meters and piping code	1460	100%	12,000	12,000	12,000	12,000	complete
	d. Apartment & common area painting	1460	100%	<u>71,343</u>	<u>71,343</u>	<u>71,343</u>	<u>71,343</u>	complete
Subtotal			158,343	162,343	162,343	162,343		
Signature of Executive Director & Date:				Signature of Public Housing Director/Office of Native American Programs Administrator & Date:				

PHA Name: Cranston Housing Authority		Grant Type and Number Comprehensive Grant No. RI43P00670899				Federal FY of Grant 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
RI43P006005 Knightsville Manor	a. Replace wood fire doors, locking and closing hardware	1460	100%	125,00	129,558	129,558	129,558	complete
	b. Replace all AC horns on fire alarms with DC horns/strobes	1460	100%	0	0			Done in 6-707
	c. Upgrade water meters and piping to code	1460	100%	12,000	12,000	12,000	12,000	complete
	d. Convert 6 0BR apts. To 4 1BR apts.	1460	6	<u>42,000</u>	<u>42,000</u>	<u>42,000</u>	<u>42,000</u>	complete
	Subtotal				179,000	183,558	183,558	183,558
RI43P006006 Jennings Manor	a. Apartment painting	1460	100%	30,000	30,000	30,000	30,000	complete
	b. Replace wood fire doors, locking and closing hardware	1460	100%	<u>38,808</u>	<u>38,808</u>	<u>38,808</u>	<u>38,808</u>	complete
	Subtotal			68,808	68,808	68,808	68,808	
RI43P006007 Scattered Sites	a. None			0	0			
RI43P006008 Scattered Sites	a. None			0	0			
Signature of Executive Director & Date:					Signature of Public Housing Director/Office of Native American Programs Administrator & Date:			

Annual Statement/Performance and Evaluation Report Comprehensive Grant Program (CGP) Part II: Supporting Pages		
PHA Name:	Grant Type and Number	Federal FY of Grant
Cranston Housing Authority	Comprehensive Grant No. RI43P00670899	1999

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	a. Nondwelling structures and equipment	1475		0				
	1. Replacement PC's		7	8,000	9,135	9,135	9,135	complete
	b. Administration	1410						
	1. Administration salaries			47,500	47,500	47,500	47,500	complete
	c. Fees and costs	1430						
	1. A & E fees			50,000	53,855	53,855	48,433	in progress
d. Management needs	1408							
	1. Software updates			10,000	2,052	2,052	2,052	complete
	2. Staff training			2,000	0	0	0	complete
Signature of Executive Director & Date:				Signature of Public Housing Director/Office of Native American Programs Administrator & Date:				

**Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP) Part III: Implementation Schedule**

PHA Name: Cranston Housing Authority	Grant Type and Number Comprehensive Grant No: RI43P00670899	Federal FY of Grant: 1999
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Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
RI43P006001 Hall Manor	03/31/2001			09/30/2002			
RI43P006002 Budlong Manor	03/31/2001			09/30/2002			
RI43P006003 Randall Manor	03/31/2001			09/30/2002			
RI43P006004 Arlington Manor	03/31/2001			09/30/2002			
RI43P006005 Knightsville Manor	03/31/2001			09/30/2002			
RI43P006006 Jennings Manor	03/31/2001			09/30/2002			
RI43P006007 Scattered Sites	03/31/2001			09/30/2002			
RI43P006008 Scattered Sites	03/31/2001			09/30/2002			

Signature of Executive Director & Date:

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

ri006e02

**CRANSTON HOUSING AUTHORITY
50 BIRCH STREET
CRANSTON, RHODE ISLAND 02920**

RESOLUTION NO. 512

DECONCENTRATION POLICY

WHEREAS, in accordance with the ***Quality Housing and Work Responsibility Act of 1998, Section 513 Income Mixing***, the Cranston Housing Authority is committed to deconcentration of poverty levels in reaching new admissions goals.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Cranston Housing Authority, that any necessary changes that might be made to the Public Housing Admissions and Occupancy Policy and the Section 8 Administrative Plan will be made to address deconcentration, if needed.

APPROVED: _____

Thomas D. Lonardo, Chairman

COMMUNITY SERVICE REQUIREMENTS

Every adult resident of public housing is required to perform eight hours of community service each month [24 CFR 960.600-609] or participate in a self-sufficiency program for at least eight hours every month. This requirement ***does not apply to elderly persons, disabled persons, persons already working, persons exempted from work requirements under the State welfare to work programs, or persons receiving assistance under a State program that have not been found to be in noncompliance with such a program.***

Also, if a resident has their TANF income reduced because of non-compliance with a State Welfare to Work program, their rent shall not be reduced.

A. *Service requirement.* Except for any family member who is an exempt individual, each adult resident of public housing must:

- (1) Contribute 8 hours per month of community service (not including political activities); or
- (2) Participate in an economic self-sufficiency program for 8 hours per month; or
- (3) Perform 8 hours per month of combined activities as described in paragraphs (a) (1) and (a) (2) of this section.

The CHA will determine compliance with the public housing community service requirements once a year, 30 days prior to the expiration of the resident's lease, in accordance with the principles of due process. A letter from a Community Service Agency/Company/Program is required to evidence compliance with the Community Service Requirement. Said letter must indicate where the resident has been performing the Community Service and the months and hours of service completed for the twelve months prior to the resident's Annual Re-Certification.

B. *Family violation of service requirement.* The Cranston Housing Authority Residential Lease Agreement specifies that it shall be renewed automatically for all purposes, unless the family fails to comply with the service requirement. Violation of the service requirement is grounds for non-renewal of the lease at the end of the twelve-month lease term, but not for termination of tenancy during the course of the twelve-month lease term.

If the CHA determines that a tenant is not in compliance, the CHA will notify that resident of the determination; that the determination is subject to administrative grievance procedures (a court hearing is not precluded); and that the resident's lease will not be renewed unless the resident enters into an agreement with the CHA to make up the missed hours by participating in a self-sufficiency program or contributing to community services

ri006g02

CRANSTON HOUSING AUTHORITY PET POLICY
ADDENDUM TO LEASE

The Pet Policy is incorporated as Article IX., item (u) of the Lease between _____ and the Cranston Housing Authority.

Address _____ Pet Description _____

ARTICLE I. CERTIFICATION AND APPROVAL

1. Evidence of annual licensing by the City of Cranston, if applicable, will be provided to the Housing Authority prior to approval.
2. Certification that the pet has been neutered or spayed, and written evidence of such form the veterinary, shall be provided prior to approval.
3. The pet will be approved, in writing, prior to it's being brought onto the premises.
4. Evidence of annual veterinary care must be provided to the Cranston Housing Authority when requested; and where applicable, including immunizations such as Rabies and Distemper,

ARTICLE II. DAMAGE DEPOSIT

1. A pet damage deposit in the amount of \$150.00 shall be paid prior to bringing a dog, cat, or fish tank larger than five (5) gallons onto the premises. Said deposit will be used toward repair of damage caused by the pet, or cost of cleaning treatment in the event of flea, tick or other pet related infestation. The pet damage deposit is refundable after the tenant and/or pet has vacated the premises if no damage has occurred as verified by the Housing Authority.

ARTICLE III. LIMITATIONS

1. The types of animals and number allowed are restricted to the following limitations:
 - a. One (1) dog - not exceeding twenty (20) pounds in weight or twelve (12) inches in height at maturity.
 - b. One (1) cat - must be de-clawed

- c. Two (2) small birds - Canaries, Parakeets, Finches or similar.
- d. Aquariums - for the purpose of keeping fish or turtles. Aquariums will be no larger than twenty (20) gallons capacity, and sealed against leakage.
- e. No other types of animals will be kept as pets without prior written approval of the Cranston Housing Authority.
- f. Only one (1) type of pet per apartment is permitted.
- g. No birds of prey or other dangerous species potentially harmful to the health and safety of other tenants will be permitted.
- h. Pit Bull dogs, or other dog species potentially harmful to the health and safety of other tenants will not be permitted.

ARTICLE IV. CARE OF PETS

- 1. The tenant understands and agrees that:
 - a. He/she will abide by all Cranston Housing Authority and City of Cranston animal regulations.
 - b. Cats and dogs will not be allowed to roam freely. They will be leashed whenever they leave the apartment.
 - c. Pets will not be permitted in common areas (Community Room, rest rooms, hallways, elevators, lobby, clinics. etc.) of the building, except for the purpose of passing to and from the outside. Exception: Seeing Eye Dogs.
 - d. Fecal dropping shall be picked up with a scooper or other sanitary item, and disposed of within sealed plastic bags in rubbish disposal units.
 - e. Precautions shall be taken to prevent pet odor and to prevent Pets from disturbing neighbors.
 - f. No alterations shall be made to the apartment, nor will structures be built on the premises, In order to create an enclosure for the pet.

- g. Cat owners shall keep a litter box inside the apartment and shall provide clean litter at all times. Litter will be disposed of in sealed bags deposited in rubbish disposal units.
- h. Feeding stray animals shall constitute having a pet without Housing Authority approval, and will be cause for eviction.
- i. If, for any reason, my pet is left unattended for 24 hours or more, the Housing Authority has the right to enter the apartment to remove the pet and transfer it to the proper authority; e. g. the Cranston Animal Control Officer, and/or the Cranston Animal Shelter. I will hold harmless the Cranston Housing Authority and it's employees in such circumstances, and I will assume liability for all financial obligations relating to such.
- j. If the pet is determined to be a nuisance or a threat to the health or safety of any person, the Housing Authority may request it's immediate removal from the premises.
- k. Permission to keep a pet may be revoked by the Cranston Housing Authority if the pet is neglected or abused.
- l. Violation of the pet lease, or any provisions thereof, or repeated substantiated complaints about the behavior of the pet will subject the tenant to the following:
 - 1. Disposing of the pet within thirty (30) days of notice by the Housing Authority and/or
 - 2. Eviction
- m. Approval of the pet and subsequent renewal of the Lease Addendum (C. H. A. Pet Policy) shall be done annually at the time of Lease Renewal,
- n. All liability for the Actions of the pet is the sole responsibility of the Tenant. The Cranston Housing Authority will be held harmless for injuries sustained by any persons, or property damages caused by any pet allowed occupancy under this Lease Addendum.
- o. Existing R. I. State Laws, City of Cranston Laws, and registered veterinarian services will be adhered to in the disposal of pet remains. Burials of pets on the Cranston Housing Authority grounds is prohibited.

- p. In the case of emergency, or my illness, the following person will be responsible for the care and feeding of my pet.

Name _____

Address _____

Telephone _____

Responsible Person's Signature _____

- q. The Authority will be entering your apartment within sixty (60) days or at all reasonable times thereafter after you have signed this Addendum to see that the pet and apartment are being cared for. Should we find any damages to your apartment resulting from the pet, you will be responsible for the damages.

Tenant

Date

Executive Director
Cranston Housing Authority

Date

ri006h02

Five Year Plan Statement of Progress

Goal One – Expand the supply of assisted housing

50 additional vouchers were applied for and awarded. Although the market continues to thwart attempts at lease up, we have managed to utilize the new allocation and still maintain 90% lease up. Attempts are still being made to acquire land in order that we may apply for a 202 Grant to increase our supply of elderly housing units.

Goal Two – Improve the quality of assisted housing

Comp Grant funds are being used expeditiously to modernize our units keeping in mind the most urgent needs such as sprinkler systems and code enforcement updates.

We are currently undertaking an enormous project creating an elevator system in a two story development to assure our frail elderly have easier access the their units at the second level.

We are continuing with our efforts to make units more marketable by reducing the number of efficiency apartments at our large developments. Specifically, we are combining three zero bedroom apartments to make two one bedroom units and hope to eliminate twelve more efficiency units.

Goat Three – Increase assisted housing choices

Section 8 staff is making every effort to encourage new landlords and satisfy current ones with good customer relations. We have advertised in the newspapers to increase awareness of our presence in the community.

We have begun implementation of a 5H Homeownership Program with our public housing family units to provide incentive for first time homebuyers with income and credit that meet requirements. Three (3) units are nearing closing dates thus providing families with the opportunity of realizing the dream of homeownership.

Goal Four – Provide an improved living environment

Our “*Are You OK?*” program continues to give peace of mind to our shut in population.

New doors have been installed in all our units with new lock sets and two-level peep holes. We have added outdoor lighting and trimmed trees to increase security in parking lots. Community Police space (authorized sub-station) has been provided in one of our developments and part time police presence is being provided at another development.

Goal Five – Promote Self-Sufficiency and asset development of assisted households

The Family Self-Sufficiency (FSS) Program clients are still receiving support and encouragement through the services of our Resident Service Coordinator.

The award of a ROSS grant has helped extend tenancy of a number of at-risk tenants by giving them much needed additional support services including weekend meals. Accommodation has also been given to the disabled population by adding support hours to insure their successful attempts at independent living.

Goal Six – Ensure Equal Opportunity and affirmatively further fair housing

The CHA ensures equal consideration to all applicants, residents and participants of all housing programs regardless of race, color, religion, national origin, sex, familial status and disability. At every resident meeting, mention is made that tenants must respect the needs and rights of others. The CHA also continues to provide measures to ensure accessible housing through means such as request of reasonable accommodation and also efforts to retrofit units.

ri006i02

Resident Membership on Governing Board

Mary Ryan of Arlington Manor, 50 Birch Street, Apt. 511, Cranston, Rhode Island was appointed to the Cranston Housing Authority Board of Commissioners effective January 26, 2000.

Cranston Housing Authority Organizational Chart

