

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

**PHA Plans
5-Year Plan for Fiscal Years 2001 – 2005
Annual Plan for Fiscal Year 2001**

SHELBYVILLE HOUSING AUTHORITY

SHELBYVILLE, TENNESSEE

**Hershel Thrasher
Executive Director**

**PHA Plan
Agency Identification**

PHA Name: Shelbyville Housing Authority

PHA Number: TN039

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 2001 - 2005

[24 CFR Part 903.5]

A. Mission

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

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

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) 82.5
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

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

- PHA Goal: Increase assisted housing choices

Objectives:

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

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

- PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:

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

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

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

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

1. The Admissions and Continued Occupancy Policy (ACOP) and Lease have been revised to comply with the de-concentration and income mix requirements; thereby, encouraging higher income families in the developments. Although the Housing Authority has provided incentives for higher income families, based on the projections of extremely low income and very low income families in Bedford County, the emphasis will continue to house families in these income levels
2. The revised ACOP permits police officers to reside in Public Housing developments determined to require additional security and/or designated as high-crime areas by the PHA. Police Officers will be assessed a minimum rent and will be required to pay utilities.
3. The ACOP and Lease have been revised to include the Community Service requirements of the residents. The existing Housing Authority staff has implemented and administers the program.
4. The Housing Authority is meeting the income targeting mix requirement of the Regulations and Law for all of its developments.
5. De-concentration procedures were implemented at TN039-006 during the last fiscal year and the income of the development now falls within the income thresholds.
6. In accordance with HUD's Final Regulations concerning the development and implementation of the Agency Plans, the PHA will implement de-concentration procedures at Housing Developments TN039-002. These procedures will include a variety of activities and may include skipping of applicants on the waiting list. All other developments have average incomes that fall within the high and low- income development thresholds.
7. Based on the flat rent survey, the Operating Budget Ceiling Rent calculations, and the Fair Market Rents, it is evident that the operating budget rents would be more beneficial for the residents to become self-sufficient.

8. The Housing Authority will continue to be involved in activities to provide greater self- sufficient through the State of Tennessee “Families First” welfare to work reform. In addition the SHA has implemented a Housing Authority sponsored economic self-sufficiency program.
9. The Housing Authority has a Resident on the Board of Commissioners that provides for resident participation. The Resident will continue to be appointed by the Mayor. The Resident Board member is not elected. In addition, the Housing Authority has established a Resident Advisory Board consisting of five members that has been involved in the development of the Agency Plans.
10. The Housing Authority is providing decent, safe, and sanitary housing through the effective and efficient utilization of the CGP funds. The Housing Authority will continue utilization of a pest control contractor to reduce and eliminate pests, including cockroaches.
11. The Housing Authority has a HUD funded Drug Elimination Program that promotes crime prevention through a partnership with the local law enforcement agency.
12. The Public Hearing Notice was published May 1, 2001 and the Public Hearing was held June 26, 2001.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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| tn039a09 De-concentration Policy for covered development | |
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Required Attachments:

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

Optional Attachments:

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

Supporting Documents Available for Review

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

| 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 |

| List of Supporting Documents Available for Review | | |
|--|---|--|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| 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 |
| | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| X | Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| | Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Rent Determination |
| X | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation) | Annual Plan: Operations and Maintenance |
| X | Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Grievance Procedures |
| | Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Grievance Procedures |
| X | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year | Annual Plan: Capital Needs |
| | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant | Annual Plan: Capital Needs |
| X | Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option) | Annual Plan: Capital Needs |
| | Approved HOPE VI applications or, if more recent, | Annual Plan: Capital Needs |

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| | approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing | |
| | Approved or submitted applications for demolition and/or disposition of public housing | Annual Plan: Demolition and Disposition |
| | Approved or submitted applications for designation of public housing (Designated Housing Plans) | Annual Plan: Designation of Public Housing |
| | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act | Annual Plan: Conversion of Public Housing |
| | Approved or submitted public housing homeownership programs/plans | Annual Plan: Homeownership |
| | Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan | Annual Plan: Homeownership |
| | Any cooperative agreement between the PHA and the TANF agency | Annual Plan: Community Service & Self-Sufficiency |
| X | FSS Action Plan/s for public housing and/or Section 8 | Annual Plan: Community Service & Self-Sufficiency |
| | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports | Annual Plan: Community Service & Self-Sufficiency |
| X | The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan) | Annual Plan: Safety and Crime Prevention |
| X | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit |
| | Troubled PHAs: MOA/Recovery Plan | Troubled PHAs |
| | Other supporting documents (optional) (list individually; use as many lines as necessary) | (specify as needed) |
| | | |

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

| |
|---|
| Housing Needs of Families in the Jurisdiction by Family Type |
|---|

| Family Type | Overall | Affordability | Supply | Quality | Accessibility | Size | Location |
|------------------------------|---------|---------------|--------|---------|---------------|------|----------|
| Income <= 30% of AMI | 1,008 | 5 | 5 | 3 | 5 | 2 | 2 |
| Income >30% but <=50% of AMI | 639 | 4 | 4 | 3 | 5 | 2 | 2 |
| Income >50% but <80% of AMI | 842 | 4 | 4 | 3 | 5 | 2 | 2 |
| Elderly | 441 | 4 | 4 | 3 | 5 | 2 | 2 |
| Families with Disabilities | 169 | 4 | 4 | 4 | 4 | 2 | 2 |
| Race/White | 2,220 | 4 | 4 | 4 | 5 | 2 | 2 |
| Race/Minorities | 269 | 4 | 4 | 4 | 5 | 2 | 2 |
| Race/Ethnicity | | | | | | | |
| Race/Ethnicity | | | | | | | |

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2001-2005
- 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

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)
 If used, identify which development/subjurisdiction:

| | # of families | % of total families | Annual Turnover |
|---|---------------|---------------------|-----------------|
| Waiting list total | 49 | | 125 |
| Extremely low income <=30% AMI | 39 | 79.6 | |
| Very low income (>30% but <=50% AMI) | 8 | 16.3 | |
| Low income (>50% but <80% AMI) | 2 | 4.1 | |
| Families with children | 37 | 75.5 | |
| Elderly families | 7 | 14.3 | |
| Families with Disabilities | 5 | 10.2 | |
| Race/White | 40 | 81.6 | |
| Race/Minorities | 9 | 18.4 | |
| Race/ethnicity | | | |
| Race/ethnicity | | | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 0 BR | 5 | 10.2 | 14 |
| 1 BR | 19 | 38.8 | 19 |
| 2 BR | 19 | 38.9 | 42 |
| 3 BR | 5 | 10.2 | 33 |
| 4 BR | 1 | 2.0 | 9 |
| 5 BR | | | 8 |

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

If yes:

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

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

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

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

| Financial Resources: Planned Sources and Uses | | |
|---|-------------------|------------------------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2001 grants) | | |
| a) Public Housing Operating Fund | \$ 637,933 | |
| b) Public Housing Capital Fund | \$ 814,181 | |
| c) HOPE VI Revitalization | | |
| d) HOPE VI Demolition | | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | \$ 105,647 | |
| g) Resident Opportunity and Self-Sufficiency Grants | | |
| h) Community Development Block Grant | | |
| i) HOME | | |
| Other Federal Grants (list below) | | |
| | | |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| CGP 2000 | \$ 449,459 | Modernization |
| PHDEP (2000) | \$ 54,653 | Drug elimination activities |
| 3. Public Housing Dwelling Rental Income | \$ 516,350 | Management & Maintenance Operation |
| 4. Other income (list below) | | |
| Excess Utilities | \$ 102,300 | Utility Costs |
| Non-Dwelling Rent | \$ 3,000 | Operations |
| 5. Non-federal sources (list below) | | |
| Investments/Reserves | \$ 446,000 | Unexpected Needs |
| Investments & Other income | \$ 25,000 | Unexpected Needs |
| Total resources | \$3,154,523 | |
| | | |

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)
- Begin processing application immediately upon taking application.

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
- Violent behavior.
 - Rape/Sex offender.
 - Record of serious disturbance.
 - Alcohol related criminal activities.
 - False information & refusal to complete forms

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

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

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

(2) Waiting List Organization

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

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

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

- PHA main administrative office
- PHA development site management office

Other (list below)

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

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

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

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

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (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)
 - Elderly/Disabled for elderly units and developments over other applications
 - Allow police officers to reside in PH developments

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:

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

Other preferences (select all that apply)

- 3 Working families and those unable to work because of age or disability
- 8 Veterans and veterans’ families
- 7 Residents who live and/or work in the jurisdiction
- 6 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
- 2 Victims of reprisals or hate crimes
- 1 Other preference(s) (list below)
 - Elderly/Disabled for elderly units over other applicants

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

- At an annual reexamination and lease renewal

- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

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

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

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

Adoption of site-based waiting lists
If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

- Excessive Rent burden for working families
- Living in PHA jurisdiction

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

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

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

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

- TN039-002

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

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

B. Section 8

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

(1) Eligibility

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

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

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

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

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

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

- Criminal or drug-related activity
 Other (describe below)

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
 Federal public housing
 Federal moderate rehabilitation
 Federal project-based certificate program

- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(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

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
 Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

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 (list below)

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

- FMRs are not adequate to ensure success among assisted families in the PHA’s segment of the FMR area
- Reflects market or submarket

- To increase housing options for families
- Other (list below)
- d. How often are payment standards reevaluated for adequacy? (select one)
 - Annually
 - Other (list below)
- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
 - Success rates of assisted families
 - Rent burdens of assisted families
 - Other (list below)

(2) Minimum Rent

- a. What amount best reflects the PHA’s minimum rent? (select one)
 - \$0
 - \$1-\$25
 - \$26-\$50
- b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

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

1. Board of Commissioners – Consists of five (5) members, including a Resident.
2. Resident Advisory Board – Consists of five (5) members
3. **Executive Director**
 - Director of Operations**
 - Three Occupancy Specialists + four staff**
 - Maintenance Manager + 8 staff**
 - Construction Superintendent + 3 staff**
 - Office Manager + 3 staff**

B. HUD Programs Under PHA Management

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

| Program Name | Units or Families Served at Year Beginning | Expected Turnover |
|---|---|--------------------------|
| Public Housing | 430 | N/A |
| Section 8 Vouchers | N/A | |
| Section 8 Certificates | N/A | |
| | | |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | N/A | |
| Public Housing Drug Elimination Program (PHDEP) | 430 | N/A |
| | | |
| | | |
| Other Federal Programs(list individually) | | |
| Capital Fund | 430 | N/A |
| Family Sufficiency | | |

C. Management and Maintenance Policies

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

- (1) Public Housing Maintenance and Management: (list below)
 - (a) Dwelling Lease (revised)
 - (b) Admissions & Continued Occupancy Policies (ACOP) – revised
 - (c) Grievance Policy
 - (d) Tenant Transfer Policy
 - (e) Tenant Charges for Abuse
 - (f) Tenant Utility Allowances
 - (g) Pet Policy for elderly, disabled and families
 - (h) Community Space Policy
 - (i) Unit/Building/Site Uniform Physical Condition Standards
 - (j) Maintenance Plan
 - (k) Disposition Policy

- (l) Procurement Policy
- (m) Personnel Policy and Job Descriptions
- (n) Travel Policy
- (o) Daily receipt and Change Fund Policy
- (p) Operating Budget and Subsidy Schedule
- (q) Drug Elimination Budget
- (r) CGP and Capital Fund Budgets
- (s) PHA Agency Plans (5-Year and Annual)
- (t) Public Housing Assessment System Certification and Score
- (u) HUD Regulations, Notices and Circular Letters
- (v) Annual Contributions Contract (ACC) & Amendments with HUD
- (w) Tennessee Sunshine/Open Records Law
- (x) Non-Profit Corporation Act and Charter
- (y) Shelbyville Housing Authority By-Laws
- (z) Cooperation Agreement between PHA/City of Shelbyville

The PHA’s Maintenance Plan includes a provision for the eradication of pest infestation, including cockroaches. The Operating Budget provides funding for the contracting of pest control. The contract is approximately \$12,236 annually. The pest control servicing of the units and buildings is on a monthly basis. In addition the contract allows for the Housing Authority to have follow-up calls when service is needed.

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) tn039a07

-or-

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

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

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

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

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

- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”,

skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

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

| Demolition/Disposition Activity Description | |
|---|--|
| 1a. Development name: | East Side Apartments |
| 1b. Development (project) number: | TN37P039006 |
| 2. Activity type: | Demolition <input type="checkbox"/> Disposition <input checked="" 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: | 06/30/02 |
| 5. Number of units affected: | 62 |
| 6. Coverage of action (select one) | <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development |
| 7. Timeline for activity: | a. Actual or projected start date of activity: 06/30/02 b. Projected end date of activity: 09/30/05 |

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the

U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

| Designation of Public Housing Activity Description |
|--|
| 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: <u>(DD/MM/YY)</u> |
| 5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan? |
| 6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development |

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

1. Yes No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless

eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

1a. Development name:
1b. Development (project) number:

| |
|---|
| <p>2. Federal Program authority:</p> <p><input type="checkbox"/> HOPE I</p> <p><input type="checkbox"/> 5(h)</p> <p><input type="checkbox"/> Turnkey III</p> <p><input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)</p> |
| <p>3. Application status: (select one)</p> <p><input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program</p> <p><input type="checkbox"/> Submitted, pending approval</p> <p><input type="checkbox"/> Planned application</p> |
| <p>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)</p> |
| <p>5. Number of units affected:</p> <p>6. Coverage of action: (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p> |

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? VERBAL

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)
 - 1. Establishment of flat/ceiling rents
 - 2. One-month free rent
 - 3. Preference for families working
 - 4. Income disregard for non-working residents

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) |
| Family Self- Sufficiency Program | | Waiting List | PHA Main Office | PH |
| State Families First | 53 | Random | PHA Main Office | PH |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

(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 | N/A | N/A |
| Section 8 | | |

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

C. Welfare Benefit Reductions

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

Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies

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

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

See attachment tn039a04

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports

- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

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)
All developments

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)
All Developments

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2001 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment tn039a03)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)] See attachment tn039a01

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?
4. **NOTE: The optional Asset Management Table was not used since all developments are covered under Statement 7, Capital Fund and Statement 8, Demolition**

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name) tn039a10
- 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 Other items are being considered or taken under advisement)

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

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

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)
- b. Eligible candidates: (select one)
- Any recipient of PHA assistance

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: State of Tennessee
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - Preserve existing affordable stock
 - Promote economic self-sufficiency/welfare to work
 - Promote crime prevention, security and safety
 - Insure equal housing and employment opportunities
 - Provide housing for special needs persons
 - Promote and conserve energy resources
- Other: (list below)

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

- State of Tennessee has reviewed the PHA Plans and has found them to be consistent with the State of Tennessee 2000 Consolidated Plan.

D. Other Information Required by HUD

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

Definition of “Substantial Deviation” and/or “Significant Amendment or Modification.”

The Shelbyville Housing Authority will consider a “Substantial Deviation” to be a change in the Mission, Goals, and Objectives of the PHA Plans that is duly determined by the Board of Commissioners and the Resident Advisory Board to be a deviation from the latest approved PHA Plans. If the Board of Commissioners and the Resident Advisory Board consider the change(s) in the Mission, Goals, and Objectives to be substantial, in their determination the Plans will be submitted to HUD for review and approval.

In addition, if there is a change in funding of greater than 20 percent of the Operating Budget and/or the Capital Fund amount, this will be considered an amendment/modification to the Plans, except for emergencies that are beyond the control of the PHA. If the item/activity is included in the 5-year Capital Improvement Program, it will not be considered a significant change although the cost may exceed the 20 percent threshold; therefore, not requiring HUD review and approval.

Attachments

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

DECONCENTRATION POLICY:

The objective of the De-concentration Rule for public housing units is to ensure that families are housed in a manner that will prevent concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the PHA is to house no less than 40% of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. Also, the PHA will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. To insure that the PHA does not concentrate families with higher income levels, it is the goal of the PHA not to house more than 60% of its units in any one development with families whose income exceeds 30% of the area median income. The PHA will track the status of family income, by development, on a monthly basis by utilizing income data maintained by the PHA. To accomplish the de-concentration goals, the PHA will take the following actions:

1. At the beginning of each PHA fiscal year, the PHA will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous PHA fiscal year.
2. To accomplish the goals of:
 - ❖ Housing not less than 40% of its public housing inventory on an annual basis with families that have incomes at or below 30% of area median income; and
 - ❖ Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living in the development with incomes that exceed 30% of the area median income, in accordance with the incentives reflected in the PHA's ACOP.

Shelbyville Housing Authority

Attachment tn039a10

18. A. Resident Advisory Board (RAB) Recommendations

Comments received from the RAB meeting held April 24, 2001 at 2:00 p.m:

Members were concerned about insufficient security lighting at Development TN039-007. The Director of Operations responded that lighting had been installed and some of the residents complained that the lights were too bright. After discussion, it was decided the Housing Authority would consider different lighting and/or placement of lights that could be installed at the end of units therefore lighting the wooded area of concern and not shining into units

Additional recreational space at the basketball goal in Development TN039-007 Brittany Hills was discussed and it was agreed to include this item in the 5-year capital funding budget.

Comments were made by the RAB regarding changing the colors of the building interiors to a color other than white. The Director of Operations discussed the feasibility and cost effectiveness of using the white paint presently being used by the Housing Authority; however, he agreed the RAB concerns would taken under advisement.

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

Annual PHDEP Plan Table of Contents:

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

Section 1: General Information/History

A. Amount of PHDEP Grant \$105,647.

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

C. FFY in which funding is requested 2000

D. Executive Summary of Annual PHDEP Plan

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

The grant will allow the continuation of patrolling the developments as well as continue our efforts to reduce/eliminate drugs, drug-related crime and violence and gang activities in our communities and surrounding neighborhoods. A continuation of programs including neighborhood watch, tutoring, computer programs, field trips, boy/girl scouts, boys/girls club, vocational training are some of the programs implemented which will assist in modifying behavior and increase self-esteem and provide training for our youth. Reimbursement of law enforcement will assist in providing security for the residents and assist in the reduction/ elimination of crime within the developments.

E. Target Areas

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

| PHDEP Target Areas (Name of development(s) or site) | Total # of Units within the PHDEP Target Area(s) | Total Population to be Served within the PHDEP Target Area(s) |
|--|--|--|
| TN039-001,002,003,004,005,006 and TN39-007 | 430 | 989 |
| | | |
| | | |

F. Duration of Program

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

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

G. PHDEP Program History

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

| Fiscal Year of Funding | PHDEP Funding Received | Grant # | Fund Balance as of Date of this Submission | Grant Extensions or Waivers | Anticipated Completion Date |
|------------------------|------------------------|----------------|--|-----------------------------|-----------------------------|
| FY 1995 | | | | | |
| FY 1996 | 214,500 | TN43DEP0390196 | -0- | -0- | 11/98 |
| FY 1997 | -0- | | | | |
| FY1998 | 129,000 | TN43DEP0390198 | -0- | -0- | 12/30/00 |
| FY 1999 | 93,940 | TN43DEP0390199 | 2,387 | -0- | 12/31/01 |
| FY 2000 | 98,337 | TN43DEP03901 | 54,653 | | 12/31/02 |

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

In order to address the needs of the residents of PH and surrounding neighborhoods, meetings are held with residents and records of the police department are reviewed to measure the progress and additional needs. Progress and achievement of residents participating in various activities are observed and results are included in newsletters and flyers and local media. Training of residents and staff have proven to be beneficial in implementing programs and keeping the residents informed of events and available activities.

B. PHDEP Budget Summary

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

| FY 2000 PHDEP Budget Summary | |
|---|----------------------|
| Budget Line Item | Total Funding |
| 9110 – Reimbursement of Law Enforcement | 46,095 |
| 9120 - Security Personnel | |
| 9130 – Employment of Investigators | |
| 9140 - Voluntary Tenant Patrol | |
| 9150 - Physical Improvements | |
| 9160 - Drug Prevention | 41,652 |
| 9170 - Drug Intervention | |
| 9180 - Drug Treatment | |
| 9190 - Other Program Costs | 17,900 |
| | |
| TOTAL PHDEP FUNDING | 105,647 |

C. PHDEP Plan Goals and Activities

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

| | | | | | | | |
|--|--|-------------------|------------|------------------------|---------------------------------------|-------------------------------|-----------------------------------|
| 9110 – Reimbursement of Law Enforcement | | | | | Total PHDEP Funding: \$ 46,095 | | |
| Goal(s) | To provide increased security for residents & reporting of criminal activities | | | | | | |
| Objectives | Reduce drug-related & criminal activities | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding | Other Funding (Amount/Source) | Performance Indicators |
| 1 Law Enforcement | | | 10/01 | 9/003 | 46,095 | -0- | Reduce criminal Activities by 20% |
| 2. | | | | | | | |
| 3. | | | | | | | |

| | | | | | | | |
|--|--|-------------------|------------|------------------------|--------------------------------------|--------------------------------|---|
| 9160 - Drug Prevention | | | | | Total PHDEP Funding: \$41,652 | | |
| Goal(s) | To assist residents in eliminating drug abuse in PH | | | | | | |
| Objectives | To assist residents in modifying behavior & increase self-esteem | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding | Other Funding (Amount /Source) | Performance Indicators |
| 1. PHDEP counselor to assist residents | 450 | 6-17 yrs of age | 10/01 | 9/03 | 41,652 | -0- | Increase participation in Drug prevention programs by 10% per yr. |
| 2. | | | | | | | |
| 3. | | | | | | | |

| | | | | | | | |
|--|---|-------------------|------------|------------------------|-----------------------------------|--------------------------------|--|
| 9190 - Other Program Costs Administrative | | | | | Total PHDEP Funds \$17,900 | | |
| Goal(s) | To implement an effective and efficient program | | | | | | |
| Objectives | Meet the obligation & expenditure thresholds | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding | Other Funding (Amount /Source) | Performance Indicators |
| 1.Evaluator, Coordinator, training and survey | | | 10/01 | 9/03 | 17,900 | -0- | Increase participation of residents by 10% per yr. |
| 2. | | | | | | | |
| 3. | | | | | | | |

Section 3: Expenditure/Obligation Milestones

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

| Budget Line Item # | 25% Expenditure of Total Grant Funds By Activity # | Total PHDEP Funding Expended (sum of the activities) | 50% Obligation of Total Grant Funds by Activity # | Total PHDEP Funding Obligated (sum of the activities) |
|------------------------------------|---|---|--|--|
| <i>e.g Budget Line Item # 9120</i> | <i>Activities 1, 3</i> | | <i>Activity 2</i> | |
| | | | | |
| 9110 | Activity 1, | 11,524 | Activity 1 | 46,095 |
| 9120 | | | | |
| 9130 | | | | |
| 9140 | | | | |
| 9150 | | | | |
| 9160 | Activity 1 | 10,413 | Activity 1 | 41,652 |
| 9170 | | | | |
| 9180 | | | | |
| 9190 | Activity 1 | 4,475 | Activity 1 | 17,900 |
| | | | | |
| TOTAL | | \$26,412 | | \$105,647 |

Section 4: Certifications

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

**SHELBYVILLE HOUSING AUTHORITY'S
RESIDENT SERVICES AND SATISFACTION
FOLLOW-UP PLAN**

Attachment tn039a02

October 1, 2001-2002

In Fiscal Year 2000, the HUD Real Estate Assessment Center (REAC) conducted a Resident Services and Satisfaction Survey of the residents of the Shelbyville Housing Authority, TN039. As a result of the Survey of the residents, the Housing Authority is required to prepare a Resident Satisfaction Follow-up Plan for three (3) of the five (5) Sections/Factors reflected in the Survey.

The three Sections/Factors that the Housing Authority received the lowest scores were Safety with a score of 73 percent, Neighborhood Appearance with a score of 69 percent and Communication with a score of 68 percent.

The following is an evaluation of the various scores of the survey for Safety, Neighborhood Appearance and Communication:

SAFETY:

Based on the resident survey results, there were five concerns of the residents under the Safety Section/Factor that was below 75 percent. All other questions received scores ranging from 86.7 percent to 91.6 percent. The areas below 75 percent (although the Housing Authority does not know what developments may have been effected since HUD could not provide the information by development) were as follows:

1. The residents reported that they do not feel safe in their unit/building. The scores for feeling safe in their unit was 66.9% and 64.1% in their building.
2. The residents think that bad lighting and resident screening contribute to crime in their development. Bad lighting received a score of 71.1% and the score for resident screening was 73.5%.
3. Residents also reported that they were not aware of crime prevention programs that can be used with a score of 73.3% percent.

NEIGHBORHOOD APPEARANCE:

Based on the resident survey results, the concerns of the residents under the Neighborhood Appearance Section/Factor, although the Housing Authority does not know what developments may be effected since HUD did not provide the information by development, were as follows:

1. The residents believed that the upkeep of the various areas identified in the survey could be improved. The parking areas and the recreation areas received low scores with 67.0 percent for the parking areas and 61.5 percent for the recreation areas. The upkeep of the common areas and exterior of the buildings received scores of 72.9 percent and 71.2 percent, respectively.
2. Of the 11 areas identified under Neighborhood Appearance in the survey as concerns to the residents, trash/litter and noise received the lowest scores with trash/litter receiving a score of 59.0 percent and noise receiving a score of 61.1 percent. Rodents and insects in the units were identified as a concern with a score of 56.8 percent. They also believed that the broken glass in the developments was a slight problem with a score of 63.8 percent.

COMMUNICATION

Based on the resident survey results, there were six concerns under the Communication Section/Factor below 75 percent. The Housing Authority does not know which developments may have been affected since HUD could not provide the information by development. Scoring is as follows:

- 1 Residents believe that management could provide more information concerning maintenance, repairs and modernization activities. This question received a score of 66.5 percent out of 100.
- 2 Residents reported that management could provide better information concerning the rules of the lease. This question received a score of 72.6 percent.
- 3 Residents generally reported that meetings and events were not conveyed to them. The Housing Authority received a score of 70.1 percent out of 100.
- 4 The residents believe that the Housing Authority is not responsive to their questions and concerns with a score of 64.7 percent.

- 5 The residents indicated that management could be more courteous and professional to them. The score for this question was 70.5 percent.
- 6 The residents believed that management was not supportive of the resident organization. The Housing Authority received a score of 69.0 percent for this factor.

PLAN ACTIONS:

In an attempt to improve the Resident Services and Satisfaction concerns of the residents, the following actions will be implemented before and during the coming Fiscal Year as the Housing Authority's Resident Services and Satisfaction Follow-up Plan:

SAFETY:

1. The Housing Authority will hold meetings and discuss the concerns of the residents before submission of the Public Housing Agency Plans.
2. In order to improve the concerns of safety in the parking areas, the Housing Authority will evaluate the lighting around the parking areas to determine whether additional lighting is needed and incorporate the needed improvement into the Capital Fund program. Poor lighting was also identified as a factor that attributes to crime.
3. The Housing Authority's Management will review the process of dealing with residents who break the rules and regulations and maintain a record of the actions taken to solve the problems. In many cases, the residents are not aware if another resident has broken the rules and/or what actions management has taken to resolve the problem or issue.
4. The Housing Authority will meet with the local law enforcement agencies to determine what programs are available to the residents and establish meetings in the developments to better inform the residents of the programs. In addition, the Housing Authority through its Newsletter and/or a Flyer will identify various crime prevention programs and ideas that the residents can use.

NEIGHBORHOOD APPEARANCE:

1. The Housing Authority will hold meetings and discuss the concerns of the residents before submission of the Public Housing Agency Plans.

2. The Housing Authority may implement the stipend program for any resident that wishes to participate in the upkeep of the developments. This will provide an incentive for the residents to keep the development free of trash and broken glass. In addition the Housing Authority may use the Community Service program to assist if the activity is not in the PHA employee job description.
3. The Housing Authority will determine the locations of the parking areas where improvements are needed and include in the Capital Fund program.
4. The Housing Authority will evaluate the implementation of the current pest control contract to determine its effectiveness. If improvements are not seen, the contract will be terminated and another pest control contract will be solicited.
5. Noise was identified as a concern but the Housing Authority is not aware of what type of noise the residents are concerned with. The noise could be automobiles, other residents, and/or the general public. Without knowing the specifics of the concerns and the developments, it is difficult to determine what actions can be undertaken to resolve the concerns.

COMMUNICATION:

1. The Housing Authority will hold meetings and discuss the concerns of the residents before submission of the Public Housing Agency Plans.
2. Since the residents were concerned about receiving information regarding maintenance, repairs and modernization, the Housing Authority will begin providing notices to the residents in order to resolve this concern.
3. The Housing Authority will continue to post notices of meetings at the Housing Authority Office.
4. Management will make a concerted effort to provide the residents with information about rules of the dwelling lease, be supportive of the resident organization and advise the staff of the resident's concerns regarding lack of courteous and professional service to residents.

Shelbyville Housing Authority

Attachment tn039a03

PET POLICY: (Shelbyville HA Agency Plan)

The Shelbyville Housing Authority has implemented the Pet Policy adopted by the Board of Commissioners and discussion with the Resident Advisory Board with the following requirements contained therein:

- (a) Definition of pets permitted in developments.
 - (b) Maximum number of pets (1).
 - (c) Requirements of neutering, spaying, proof of immunizations, and restrictions of vicious animals.
 - (d) Responsibilities and control of pets by residents and other requirements of ownership of a pet within the developments.
 - (e) Charges for damages.
- Leash requirements.
- (f) PHA's responsibilities.

Each family is required to sign a copy of the pet policy stating they have read and understand the policy and agree to abide by the provisions.

Community Service Implementation: Attachment tn039a04

The Housing Authority has 105 eligible residents that need to undertake Community Service activities for the eight (8)-hours per month. The Housing Authority is administering the program with existing staff. The Drug Elimination/Resident Coordinator is implementing the program. The Housing Authority has identified community agencies that will participate in the program. In addition, the Housing Authority allows the residents to identify other community service activities that must be approved by the Housing Authority prior to activity.

Activities include Good Samaritan, cleaning for the elderly residents and working with the Resident Association clean-up program.

On a monthly basis, the Housing Authority reviews and evaluates the Housing Authority's rent roll to determine which residents are required to participate in the community service activities. Once a resident has been determined to participate in the community service activities, the Housing Authority notifies the resident in question and the head of household of the requirements of the individual.

The community service requirements are included in the revised ACOP and Lease that also allows for the individual to request a grievance.

The Community Service program requirements have been discussed with the Board of Commissioners and the Resident Advisory Board.

Shelbyville Att. tn039a05

Resident Member/Board of Commissioners

The following resident was appointed to the Board of Commissioners of the Shelbyville Housing Authority by the Mayor of Shelbyville, Tennessee:

William Jackson Term: 10/31/2000 - 9/30/2005

Shelbyville Housing Authority Agency Plan

Attachment tn039a06

Resident Advisory Board Members:

Larry Reynolds
Annie Harris

Rebecca Wilhoite
Becky Lambert

SHELBYVILLE HOUSING AUTHORITY AGENCY PLAN Attachment tn039a07

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary | | | | | |
|---|---|--|---------|-------------------|----------|
| <input checked="" type="checkbox"/> Original Annual Statement | | <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) | | | |
| <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 | \$162,836 | | | |
| 3 | 1408 Management Improvements | | | | |
| 4 | 1410 Administration | 54,000 | | | |
| 5 | 1411 Audit | | | | |
| 6 | 1415 liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 30,000 | | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | 22,500 | | | |
| 10 | 1460 Dwelling Structures | 488,845 | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | 20,000 | | | |
| 13 | 1475 Nondwelling Equipment | 20,000 | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | 16,000 | | | |
| 18 | 1498 Mod Used for Development | | | | |
| 19 | 1502 Contingency | | | | |
| 20 | Amount of Annual Grant: (sum of lines 2-19) | \$814,181 | | | |
| 21 | Amount of line 20 Related to LBP Activities | | | | |
| 22 | Amount of line 20 Related to Section 504 Compliance | | | | |

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary | | | | |
|---|---|---|--|-------------------|
| <input checked="" type="checkbox"/> Original Annual Statement | | <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) | | |
| <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 |
| 23 | Amount of line 20 Related to Security | | | |
| 24 | Amount of line 20 Related to Energy Conservation Measures | \$172,000 | | |

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages | | | | | | | | |
|--|---|---|----------|----------------------|------------------------------|--------------------|-------------------|-------------------------------|
| PHA Name: Shelbyville Housing Authority | | Grant Type and Number Capital Fund Program #: TN43P03950101 Capital Fund Program Replacement Housing Factor #: | | | Federal FY of Grant: 2001 | | | |
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Proposed Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| HA-Wide | Operations | 1406 | 1 LS | \$162,836 | | | | |
| HA-Wide | Administration | 1410 | 1 LS | 54,000 | | | | |
| HA-Wide | Relocation | 1495.1 | 1 LS | 16,000 | | | | |
| HA-Wide | Fees & Costs | 1430 | 1 LS | 30,000 | | | | |
| TN039-001 | Site Improvements | 1450 | 1 LS | 7,500 | | | | |
| | ---Sidewalks | | | | | | | |
| | ---Landscaping | | | | | | | |

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

| PHA Name: Shelbyville Housing Authority | | Grant Type and Number Capital Fund Program #: TN43P03950101 Capital Fund Program Replacement Housing Factor #: | | | Federal FY of Grant: 2001 | | | |
|--|--|--|----------|----------------------|-------------------------------------|--------------------|-------------------|-------------------------------|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Proposed Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | ---Parking Areas | | | | | | | |
| | Dwelling Structures | 1460 | 1 LS | 216,845 | | | | |
| | ---Brick repair/gutters | | | | | | | |
| | ---Change building exterior | | | | | | | |
| | ---Windows | | | | | | | |
| | ---Interior Paint | | | | | | | |
| | Non-Dwelling (Office) | 1470 | 1 LS | 20,000 | | | | |
| | Non-Dwelling Equipment (Community Room/ Office furniture) | 1475 | 1 LS | 20,000 | | | | |
| | | | | | | | | |
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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: Shelbyville Housing Authority | | | Grant Type and Number Capital Fund Program #: TN43PO3950101 Capital Fund Program Replacement Housing Factor #: | | | Federal FY of Grant: 2001 | | |
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Proposed Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| TN039-002 | Site Improvements | 1450 | 1 LS | \$15,000 | | | | |
| | ---Playground | | | | | | | |
| | Dwelling Structure | 1460 | 1 LS | \$72,000 | | | | |
| | ---Brick repair/Gutters | | | | | | | |
| | ---Change Bldg. Exterior | | | | | | | |
| | ---Windows | | | | | | | |
| | ---Plumbing | | | | | | | |
| | ---Flooring (repair)/Installation | | | | | | | |
| | ---Install central A.C | | | | | | | |
| TN039-006 | Dwelling Structures | 1460 | 1 LS | \$200,000 | | | | |
| | ---Kitchens | | | | | | | |
| | ---Windows | | | | | | | |
| | ---Bathrooms | | | | | | | |
| | ---Floors | | | | | | | |
| | ---Interior Painting | | | | | | | |
| | ---Plumbing | | | | | | | |
| | ---HVAC | | | | | | | |
| | | | | | | | | |
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**Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
 Part III: Implementation Schedule**

| PHA Name:Shelbyville Housing Authority | | Grant Type and Number Capital Fund Program #: TN43PO3950101 Capital Fund Program Replacement Housing Factor #: | | | | | Federal FY |
|--|---|---|--------|---|---------|--------|------------|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quart Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | |
| | Original | Revised | Actual | Original | Revised | Actual | |
| PHA Wide | 3/31/03 | | | 9/30/04 | | | |
| TN039-001 | 3/31/03 | | | 9/30/04 | | | |
| TN039-002 | 3/31/03 | | | 9/30/04 | | | |
| TN039-006 | 3/31/03 | | | 9/30/04 | | | |
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Shelbyville attachment tn039a07/ 5-Yr Action Plan

Capital Fund Program 5-Year Action Plan

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

| CFP 5-Year Action Plan | | |
|---|--|--|
| <input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement | | |
| Development Number | Development Name (or indicate PHA wide) | |
| | PHA Wide | |
| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Operations (1406) (next 4 years) | \$162,834 | 10/02-10/2005 |
| Administration | 56,115 | 10/2002 |
| Administration | 58,415 | 10/2003 |
| Administration | 60,810 | 10/2004 |
| Administration | 63,242 | 10/2005 |
| Relocation (next 4 years) | 10,000 | 10/02-10/2005 |
| Fees & Costs | 10/000/yr | 10/02-10/2005 |
| | \$969,926 | |

CFP 5-Year Action Plan

Original statement **Revised statement**

| Development Number | Development Name (or indicate PHA wide) | | |
|---|--|-----------------------|--|
| TN039-001 | Parkway Apartments | | |
| Description of Needed Physical Improvements or Management Improvements | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Site Improvements (sidewalks, landscaping and parking areas, etc.) | | \$ 7,500 | 10/2002 |
| Site Improvements (sidewalks, landscaping and parking areas, etc.) | | 7,500 | 10/2003 |
| Resident storage buildings (55) | | 82,500 | 10/2004 |
| Install central A/C (55) | | 165,000 | 10/2004 |
| Resident storage buildings (55) | | 82,500 | 10/2005 |
| Install central A/C | | 165,000 | 10/2005 |
| | | \$510,000 | |

| CFP 5-Year Action Plan | | |
|---|--|--|
| <input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement | | |
| Development Number | Development Name (or indicate PHA wide) | |
| TN039-002 | West End Apartments | |
| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Building Improvements (gutter, repair brick, change building exterior) | \$25,000 | 10/2002 |
| Windows | 40,000 | 10/2002 |
| Plumbing | 18,000 | 10/2002 |
| Flooring (repair and installation) | 90,000 | 10/2002 |
| Central A/C | 99,000 | 10/2002 |
| Interior Painting | 24,000 | 10/2003 |
| Resident storage buildings | 30,000 | 10/2004 |
| Resident storage buildings | 30,000 | 10/2005 |
| | \$380,000 | |

CFP 5-Year Action Plan

Original statement Revised statement

| | |
|---------------------------|--|
| Development Number | Development Name (or indicate PHA wide) |
| TN039-003 | Ridgeway Apartments |

| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
|---|-----------------------|--|
| Install central A/C | \$150,000 | 10/2002 |
| Building Improvements (gutters) | 15,000 | 10/2003 |
| Windows | 90,000 | 10/2003 |
| Interior plumbing | 22,000 | 10/2003 |
| Flooring (repair and installation) | 110,000 | 10/2003 |
| Interior painting | 60,000 | 10/2004 |
| Roofing | 30,000 | 10/2004 |
| Site Improvements (landscaping, sidewalks and parking areas) | 20,000 | 10/2004 |
| Resident storage buildings | 75,000 | 10/2005 |
| | \$572,000 | |

CFP 5-Year Action Plan

Original statement Revised statement

| | |
|---------------------------|--|
| Development Number | Development Name (or indicate PHA wide) |
| TN039-004 | Tate Apts. |

| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
|---|-----------------------|--|
| Install central A/C | \$168,000 | 10/2003 |
| Building Improvement | 56,000 | 10/2003 |
| Site Improvements (sidewalks, parking and landscaping) | 10,000 | 10/2004 |
| Interior Painting | 25,000 | 10/2004 |
| Roofing | 10,000 | 10/2004 |
| Resident storage buildings | 84,000 | 10/2005 |
| | \$353,000 | |

| CFP 5-Year Action Plan | | |
|---|--|--|
| <input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement | | |
| Development Number | Development Name (or indicate PHA wide) | |
| TN039-005 | S. Maple Apartments | |
| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Site Improvements (sidewalks, parking areas and landscaping) | \$10,000 | 10/2004 |
| Interior Painting | 20,000 | 10/2004 |
| Install central A/C | 138,000 | 10/2004 |
| | \$168,000 | |

CFP 5-Year Action Plan

Original statement **Revised statement**

| | |
|---------------------------|--|
| Development Number | Development Name (or indicate PHA wide) |
| TN039-006 | East Side Apts |

| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
|--|------------------|-------------------------------------|
| Renovate/Reconstruct units and site | \$200,000 | 10/2002 |
| Relocation of Residents | 31,000 | 10/2002 |
| Renovate/Reconstruct units and site | 200,000 | 10/2003 |
| Renovate/Reconstruct units and site | 200,000 | 10/2004 |
| Renovate/Reconstruct units and site | 200,000 | 10/2005 |
| | | |
| | \$831,000 | |

CFP 5-Year Action Plan

Original statement Revised statement

| Development Number | Development Name (or indicate PHA wide) | Estimated Cost | Planned Start Date (HA Fiscal Year) |
|---|--|-----------------------|--|
| TN039-007 | Brittany Hills | | |
| Description of Needed Physical Improvements or Management Improvements | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Site Improvements (recreational courts) | | \$10,000 | 10/2002 |
| Site Improvements (landscaping, sidewalks, parking areas) | | 20,000 | 10/2004 |
| Interior Painting | | 24,000 | 10/2004 |
| Install central A/C | | 198,000 | 10/2005 |
| | | \$252,000 | |

Mission and Goal Progress:

The PHA has responded to the Resident Services and Satisfaction Survey (attachment tn039a02) identifying efforts to increase customer satisfaction within the developments.

Efforts to improve management functions are included in the amendments to the ACOP and Lease as well as implementation of the Community Service Program and Pet Policy.

Capital improvement activities identified in the FY 2000 Agency Plan have not been totally implemented since funding was not provided until September 2000.

De-concentration is being accomplished by implementation of ACOP revisions and admissions criteria. De-concentration efforts last FY were successful at Development TN039-006.

Security improvements have been increased by implementation of the PHDEP Grant as well as amending the ACOP to allow police officers to reside in the developments

Increasing the number and percentage of employed persons in the developments is being accomplished by a preference for working families included in the revised ACOP.

Based on the PHA's waiting list the goals to ensure equal opportunity in Housing for all Americans are being met.

Attachment tn039a09

Component 3, (6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the de-concentration 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)] |
| West End Apts. TN039-002 | 40 | | Increase number of high-income residents |
| | | | |
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CAPITAL FUND PROGRAM TABLES

Shelbyville HA Attachment tn039a11

| Annual Statement/Performance and Evaluation Report | | | | | |
|---|---|--|---------|-------------------|-------------------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary | | | | | |
| PHA Name: Shelbyville Housing Authority | | Grant Type and Number Capital Fund Program Grant No: TN39PO2150100 Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2000 |
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending:12/31/01 <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 | 159,583 | | 159,583 | 159,583 |
| 3 | 1408 Management Improvements | | | | |
| 4 | 1410 Administration | 51,782 | | 51,782 | 25,891 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 110,000 | | 1,500 | 1,500 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | | | | |
| 10 | 1460 Dwelling Structures | 262,658 | | 262,658 | 59,856 |
| 11 | 1465.1 Dwelling Equipment-Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | 203,292 | | 203,292 | 15,227 |
| 13 | 1475 Nondwelling Equipment | | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |

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

| | | |
|---|--|-------------------------------------|
| PHA Name: Shelbyville Housing Authority | Grant Type and Number Capital Fund Program Grant No: TN39PO2150100 Replacement Housing Factor Grant No: | Federal FY of Grant: 2000 |
|---|--|-------------------------------------|

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:12/31/01
 Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|----------|---|----------------------|---------|-------------------|----------|
| | | Original | Revised | Obligated | Expended |
| 17 | 1495.1 Relocation Costs | 10,600 | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collaterization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 797,915 | | 678,815 | 262,057 |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | | | | |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | | | | |

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages | | | | | | | | |
|---|--|--|----------|----------------------|----------------------------------|-------------------|----------------|--------------------------|
| PHA Name: Shelbyville Housing Authority | | Grant Type and Number Capital Fund Program Grant No: TN43PO3950100 Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2000 | | | |
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| HA-Wide | Operation | 1406 | | 159,583 | | 159,583 | 159,583 | |
| HA-Wide | Administration | 1410 | | 51,782 | | 51,782 | 25,891 | |
| HA-Wide | A/E Design | 1430 | | 10,000 | | | | |
| HA-Wide | Hope VI Application | 1430 | | 100,000 | | 1,500 | 1,500 | |
| HA-Wide | Relocation | 1495.1 | | 10,000 | | | | |
| TN039-001 | --Bldg/Unit Improvements (electrical, doors, floor repair, tile, painting, plumbing) | 1460 | | 262,658 | | 262,658 | 59,856. | Force Account Work Begun |
| TN039-001 | Non-Dwelling Improvements (Community Center/Office) | 1470 | | 203,292 | | 15,227 | 15,227 | Force Account Work Begun |
| | | | | | | | | |

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

| PHA Name: Shelbyville HA | | Grant Type and Number Capital Fund Program No: TN43P03950100 Replacement Housing Factor No: | | | | | Federal FY of Grant: 2000 |
|--|---|---|--------|---|---------|--------|-------------------------------------|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
| | Original | Revised | Actual | Original | Revised | Actual | |
| HA-Wide | 3/31/02 | | | 9/30/05 | | | |
| TN039-001 | 3/31/02 | | | 9/30/05 | | | |
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Capital Fund Program Five-Year Action Plan

Part I: Summary

| PHA Name | | | | | | <input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: |
|--------------------------------------|------------------|--|--|--|--|--|
| Development Number/Name/HA-Wide | Year 1 | Work Statement for Year 2 FFY Grant: PHA FY: | Work Statement for Year 3 FFY Grant: PHA FY: | Work Statement for Year 4 FFY Grant: PHA FY: | Work Statement for Year 5 FFY Grant: PHA FY: | |
| | Annual Statement | | | | | |
| | | | | | | |
| CFP Funds Listed for 5-year planning | | | | | | |
| Replacement Housing Factor Funds | | | | | | |

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

| Activities for Year 1 | Activities for Year : ____ | | | Activities for Year: ____ | | |
|-----------------------|---------------------------------|------------------------------|-----------------------|--------------------------------|------------------------------|-----------------------|
| | FFY Grant: PHA FY: | | | FFY Grant: PHA FY: | | |
| | Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| See | | | | | | |
| Annual | | | | | | |
| Statement | | | | | | |
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| | Total CFP Estimated Cost | | \$ | | | \$ |

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

| Activities for Year : ____ FFY Grant: PHA FY: | | | Activities for Year: ____ FFY Grant: PHA FY: | | |
|---|-----------------------|----------------|--|-----------------------|----------------|
| Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
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| Total CFP Estimated Cost | | \$ | | | \$ |

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

S A M P L E

| PHA Name <i>Anytown Housing Authority</i> | | | | | | <input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: |
|---|------------------|--|--|--|--|--|
| Development Number/Name/HA-Wide | Year 1 | Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002 | Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003 | Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004 | Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005 | |
| | Annual Statement | | | | | |
| <i>10-01/Main Street</i> | | <i>\$80,000</i> | <i>\$36,000</i> | <i>\$65,000</i> | <i>\$55,000</i> | |
| <i>10-02/Broadway</i> | | <i>\$90,000</i> | <i>\$40,900</i> | <i>\$40,000</i> | <i>\$43,000</i> | |
| <i>HA-wide</i> | | <i>\$100,000</i> | <i>\$50,000</i> | <i>\$35,000</i> | <i>\$27,000</i> | |
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| CFP Funds Listed for 5-year planning | | <i>\$270,000</i> | <i>\$162,900</i> | <i>\$140,000</i> | <i>125,000</i> | |
| | | | | | | |
| Replacement Housing Factor Funds | | <i>\$40,000</i> | | | | |

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

SAMPLE

| Activities for Year 1 | 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 | <i>10-01/Main Street</i> | <i>Porches</i> | <i>\$35,000</i> | <i>10-01/Main Street</i> | <i>Security Doors replaced</i> | <i>\$36,000</i> |
| | | <i>Doors</i> | <i>\$45,000</i> | | | |
| | | | | | | |
| | <i>Subtotal</i> | | <i>\$80,000</i> | | | |
| | | | | | | |
| Annual | <i>10-02/Broadway</i> | <i>Windows</i> | <i>\$55,000</i> | <i>10-02/Broadway</i> | <i>Kitchen Cabinets</i> | <i>\$40,900</i> |
| | | <i>Site Improvements</i> | <i>\$35,000</i> | | | |
| | | | | | | |
| | <i>Subtotal</i> | | <i>\$90,000</i> | | | |
| | | | | | | |
| Statement | <i>HA-wide</i> | <i>Office Equip/Computer System upgrade</i> | <i>\$100,000</i> | <i>HA-Wide</i> | <i>Security/Main Office and Common Hallways</i> | <i>\$50,000</i> |
| | | | | | | |
| | | | | | | |
| | Total CFP Estimated Cost | | \$270,000 | | | \$162,900 |

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

SAMPLE (continued)

| Activities for Year : <u>4</u> FFY Grant: 2004 PHA FY: 2004 | | | Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 2005 | | |
|---|-------------------------------|----------------|--|--------------------------------|----------------|
| Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| 10-01/Main Street | Storage sheds and landscaping | \$65,000 | 10-01/Main Street | Replace bathroom tile | \$55,000 |
| 10-02/Broadway | Tub/shower replacement | \$40,000 | 10-02/Broadway | New gutters and interior doors | \$43,000 |
| HA-wide | Lead-based paint abatement | \$35,000 | HA-wide | Office Furniture | \$27,000 |
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| Total CFP Estimated Cost | | \$140,000 | | | \$125,000 |