

# PHAPlans

5-YearPlanforFiscalYears2000 -2004  
AnnualPlanforFiscalYear2001

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBECOMPLETEDIN  
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

**PHA Plan  
Agency Identification**

**PHAName: Granger Housing Authority**

**PHANumber: TX281**

**PHAFiscalYearBeginning: January 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

**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
- 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**  
**PHAF ISCAL YEARS 2000 -2004**  
[24CFRPart903.5]

**A.Mission**

- X** 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.

**B.Goals**

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

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

\_\_\_ PHAGoal:Increase assistedhousingchoices

Objectives:

- \_\_\_ Providevoucher mobilitycounseling:
- \_\_\_ Conductoutreacheffortstopotentialvoucherlandlords
- \_\_\_ Increasevoucherpaymentstandards
- \_\_\_ Implementvoucherhomeownershipprogram:
- \_\_\_ Implementpublichousingorotherhomeownershipprograms:
- \_\_\_ Implementpublichousing site -basedwaitinglists:
- \_\_\_ Convertpublichousingtovouchers:
- \_\_\_ Other:(listbelow)

**HUDStrategicGoal:Improvecommunityqualityoflifeandeconomicvitality**

\_\_\_ PHAGoal:Providean improvedlivingenvironment

Objectives:

- Implementmeasurestode -concentratepovertybybringinghigherincome publichousinghouseholdstolowerincomedevelopments:
- Implementmeasurestopromoteincomemixinginpublichousingby assuringaccessforlowerincomefamiliesinto higherincome developments:
- \_\_\_ Implementpublichousingsecurityimprovements:
- \_\_\_ Designateddevelopmentsorbuildingsforparticularresidentgroups (elderly, personswithdisabilities)
- \_\_\_ Other:(listbelow)

**HUDStrategicGoal:Promoteself -sufficiencyandassetdevelopmentoffamilies andindividuals**

PHAGoal:Promoteself -sufficiencyandassetdevelopmentofassisted households

Objectives:

- \_\_\_ Increasethenumberand percentageofemployedpersonsinassisted families:
- \_\_\_ Provideor attractsupportiveservicestoimproveassistancerecipients' employability:
- Provideor attractsupportiveservicesto increaseindependenceforthe elderlyorfamilieswithdis abilities.
- \_\_\_ Other:(listbelow)

**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)**

The Granger Housing Authority's first objective is to provide decent, safe and affordable housing for all families, including the elderly and disabled. We intend to improve the overall appearance of the development, and encourage equal opportunities for all residents.

**AnnualPHAPlan**  
**PHAFiscalYear2001**  
[24CFRPart903.7]

**AnnualPlanType:**

**X** StandardPlan

**StreamlinedPlan:**

- HighPerformingPHA**
- SmallAgency(<250PublicHousingUnits)**
- AdministeringSection8Only**

**TroubledAgencyPlan**

**ExecutiveSummaryoftheAnnualPHAPlan**

**AnnualPlanTableofContents**

**TableofContents**

**AnnualPlan**

ExecutiveSummary

i. TableofContents

HousingNeeds

1. FinancialResources
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6. CapitalImprovementNeeds
7. DemolitionandDisposition
8. DesignationofHousing
9. ConversionsofPublicHousing

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11. CommunityServicePrograms
12. CrimeandSafety
13. Pets(InactiveforJanuary1PHAs)
14. CivilRightsCertifications(includedwithPHAPlanCertifications)
15. Audit
16. AssetManagement
17. OtherInformation

**Attachments**

Required Attachments:

- Admissions Policy for Deconcentration
- FY2000 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
  - FY2000 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)
- See list included in Plan, page 44 (Attachments mailed to Memphis)

**Supporting Documents Available for Review**

| <b>List of Supporting Documents Available for Review</b> |   |                                  |
|--|---|----------------------------------|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Applicable Plan Component</b> |
| X  | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations  | 5 Year and Annual Plans          |
| X  | State/Local Government Certification of Consistency with the Consolidated Plan  | 5 Year and Annual Plans          |
| X  | Fair Housing Documentation: 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 jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. | 5 Year and Annual Plans          |
| X  | Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction  | Annual Plan: Housing Needs       |
| X  | Most recent board -approved operating budget for the public   | Annual Plan:                     |

**List of Supporting Documents Available for Review**

| Applicable & On Display | Supporting Document  | Applicable Plan Component                                    |
|-------------------------|--|--|
| X                       | housing program  | 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:<br>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 Quality Housing and Work Responsibility Act Initial Guidance; Notice and any further HUD guidance) and<br>18. Documentation of the required deconcentration and income mixing analysis | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X                       | Public housing rent determination policies, including the methodology for setting public housing flat rents<br>check here if included in the public housing A&O Policy   | Annual Plan: Rent Determination                              |
| X                       | Schedule of flat rents offered each public housing development<br>check here if included in the public housing A&O Policy  | Annual Plan: Rent Determination                              |
|                         | Section 8 rent determination (payment standard) policies<br>check here if included in Section 8 Administrative Plan  | Annual Plan: Rent Determination                              |
| X                       | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)   | Annual Plan: Operations and Maintenance                      |
| X                       | Public housing grievance procedures<br>check here if included in the public housing A&O Policy   | Annual Plan: Grievance Procedures                            |
|                         | Section 8 informal review and hearing procedures<br>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                                   |
| X                       | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant  | Annual Plan: Capital Needs                                   |
|                         | Most recent approved 5 Year Action Plan for the Capital  | Annual Plan: Capital Needs                                   |



**List of Supporting Documents Available for Review**

| Applicable & On Display | Supporting Document   | Applicable Plan Component                         |
|-------------------------|---|---|
| X                       | Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)   |   |
|                         | Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing                                 | Annual Plan: Capital Needs                        |
|                         | Approved or submitted applications for demolition and/or disposition of public housing  | Annual Plan: Demolition and Disposition           |
|                         | Approved or submitted applications for designation of public housing (Designated Housing Plans)   | Annual Plan: Designation of Public Housing        |
|                         | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act     | Annual Plan: Conversion of Public Housing         |
|                         | Approved or submitted public housing home ownership programs/plans  | Annual Plan: Homeownership                        |
|                         | Policies governing any Section 8 Homeownership program 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 |
|                         | FSS Action Plan/s for public housing and/or Section 8   | Annual Plan: Community Service & Self-Sufficiency |
|                         | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports  | Annual Plan: Community Service & Self-Sufficiency |
|                         | The most recent Public Housing Drug Elimination Program (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.StatementofHousingNeeds**

[24CFRPart903.79(a)]

**A.HousingNeedsofFamiliesintheJurisdiction/sServedbythePHA**

| <b>HousingNeedsofFamiliesintheJurisdiction<br/>byFamilyType</b> |                |                            |               |                |                            |                    |                  |
|---|----------------|----------------------------|---------------|----------------|----------------------------|--------------------|------------------|
| <b>FamilyType</b>   | <b>Overall</b> | <b>Afford-<br/>ability</b> | <b>Supply</b> | <b>Quality</b> | <b>Access-<br/>ibility</b> | <b>2.<br/>Size</b> | <b>Loca-tion</b> |
| Income<=30%<br>ofAMI  | N/A            |                            |               |                |                            |                    |                  |
| Income>30%but<br><=50%ofAMI                                     | N/A            |                            |               |                |                            |                    |                  |
| Income>50%but<br><80%ofAMI                                      | N/A            |                            |               |                |                            |                    |                  |
| Elderly   | N/A            |                            |               |                |                            |                    |                  |
| <b>Familieswith<br/>Disabilities</b>                            | N/A            |                            |               |                |                            |                    |                  |
| Race/Ethnicity  | N/A            |                            |               |                |                            |                    |                  |
| Race/Ethnicity  | N/A            |                            |               |                |                            |                    |                  |
| Race/Ethnicity  | N/A            |                            |               |                |                            |                    |                  |
| Race/Ethnicity  | N/A            |                            |               |                |                            |                    |                  |

WhatsourcesofinformationdidthePHAusetoconductthisanalysis?(Checkallthat apply;allmaterialsmustbemadeavailableforpublicinspection.)

- ConsolidatedPlanoftheJurisdiction/s  
Indicateyear: 2000
- U.S.Censusdata:theComprehensiveHousingAffordabilityStrategy(“CHAS”) dataset
- AmericanHousingSurveydata  
Indicateyear:
- Otherhousingmarketstudy  
Indicateyear:
- Othersources:(listandindicateyearofinformation)

## A. Housing Needsof Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

| Housing Needsof Families on the Waiting List   |               |                     |                 |
|--|---------------|---------------------|-----------------|
| Waiting list type: (select one)<br><input type="checkbox"/> Section 8 tenant -based assistance<br><input checked="" type="checkbox"/> Public Housing<br><input type="checkbox"/> Combined Section 8 and Public Housing<br><input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)<br>If used, identify which development/subjurisdiction: |               |                     |                 |
|  | # of families | % of total families | Annual Turnover |
| Waiting list total   | 8             |                     | 3               |
| Extremely low income <= 30% AMI  | 3             | 37.5                |                 |
| Very low income (>30% but <=50% AMI)   | 2             | 25%                 |                 |
| Low income (>50% but <80% AMI)   | 2             | 25                  |                 |
| Families with children   | 6             | 75                  |                 |
| Elderly families   | 1             | 12.5                |                 |
| Families with Disabilities   |               |                     |                 |
| Race/ethnicity   |               |                     |                 |
| Race/ethnicity   |               |                     |                 |
| Race/ethnicity   |               |                     |                 |
| Race/ethnicity   |               |                     |                 |
| Characteristics by Bedroom Size (Public Housing Only)  |               |                     |                 |
| 1BR  |               |                     |                 |
| 2BR  |               |                     |                 |
| 3BR  |               |                     |                 |
| 4BR  |               |                     |                 |
| 5BR  |               |                     |                 |
| 5+BR   |               |                     |                 |
| Is the waiting list closed (select one)? <b>NO</b> X Yes<br>If yes:  |               |                     |                 |

**Housing Needs of Families on the Waiting List**

**B.** How long has it been closed (# of months)? (Closed June 1<sup>st</sup> 2002) 11/2 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**

**(1) Strategies**

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

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

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed financed 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:**

- 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:(listbelow)

**Need:SpecificFamilyTypes:Familiesatorbelow30%ofmedian**

**Strategy1:Targetavailableassistancetofamiliesator below30%ofAMI**

- ExceedHUDfederaltargetingrequirementsforfamiliesatorbelow30%ofAMI  
inpublichousing
- \_\_\_ ExceedHUDfederaltargetingrequirementsforfamiliesatorbelow30%ofAMI  
intenant -basedsection8assistance
- \_\_\_ Employadmissionspreferencesaimedatfamilieswiththeeconomichardships
- Adoptrentpoliciestosupportandencouragework
- \_\_\_ Other:(listbelow)

**Need:SpecificFamilyTypes:Familiesatorbelow50%ofmedi an**

**Strategy1:Targetavailableassistancetofamiliesatorbelow50%ofAMI**

- Employadmissionspreferencesaimedatfamilieswhoareworking
- Adoptrentpoliciestosupportandencouragework
- \_\_\_ Other:(listbelow)

**B. Need:SpecificFamilyTypes:TheElderly**

**Strategy1:Targetavailableassistancetotheelderly:**

- \_\_\_ Seekdesignationofpublichousingfortheelderly
- \_\_\_ Applyforspecial -purposevoucherstar getedtotheelderly,shouldtheybecome  
available
- \_\_\_ Other:(listbelow)

**Need:SpecificFamilyTypes:FamilieswithDisabilities**

**Strategy1:Targetavailableassist ancetoFamilieswithDisabilities:**

- \_\_\_ Seekdesignationofpublichousingforfamilieswithdisabilities
- Carryoutthomodificationsneededinpublichousingbasedonthesection504  
NeedsAssessmentforPublicHousing
- \_\_\_ Applyforspecial -purposevoucherstargetedtofamilieswithdisabilities,should  
theybecomeavailable
- Affirmativelymarkettolocalnon -profitagenciesthatassistfamilieswith  
disabilities
- \_\_\_ Other:(listbelow)

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

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

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

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

- \_\_\_ Counsel section 8 tenants 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)

**Statement of Financial Resources**

[24CFR Part 903.79(b)]

| <b>Financial Resources:<br/>Planned Sources and Uses</b>                              |                   |                     |
|---|-------------------|---------------------|
| <b>Sources</b>  | <b>Planned \$</b> | <b>Planned Uses</b> |
| <b>1. Federal Grants (FY 2000 grants)</b>   |                   |                     |
| a) Public Housing Operating Fund  | \$13,917          |                     |
| b) Public Housing Capital Fund  | \$41,680          |                     |
| c) HOPEVI Revitalization  |                   |                     |
| d) HOPEVI Demolition  |                   |                     |
| e) Annual Contributions for Section 8 Tenant -Based Assistance                        |                   |                     |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) |                   |                     |
| g) Resident Opportunity and Self - Sufficiency Grants                                 |                   |                     |
| h) Community Development Block Grant  |                   |                     |
| i) HOME   |                   |                     |
| Other Federal Grants (list below)   |                   |                     |
|   |                   |                     |
| <b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>             |                   |                     |
|   |                   |                     |
| <b>3. Public Housing Dwelling Rental Income</b>                                       | \$40,902          |                     |
|   |                   |                     |
| <b>4. Other income (list below)</b>   |                   |                     |
|   |                   |                     |
|   |                   |                     |
| <b>4. Non -federal sources (list below)</b>   |                   |                     |
|   |                   |                     |
| <b>Total resources</b>  | \$96,499          |                     |
|   |                   |                     |
|   |                   |                     |

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

[24CFR Part 903.79(c)]

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

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

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

- When families are within **120 days** of being offered a unit: (state number)  
 When families are within a certain time of being offered a unit: (state time)  
 Other: (describe)

**When the PHA is preparing to house the applicant.**

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

- Criminal or Drug -related activity  
 Rental history  
 Housekeeping  
 Other (describe)

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

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

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

##### **(2) Waiting List Organization**

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

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

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

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



c. If the PHA plan 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 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 admission to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer 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)

a. 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**)

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

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing

Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

Working families and those unable to work because of age or disability

Veterans and veterans' families

Residents who live and/or work in the jurisdiction

Those enrolled currently in educational, training, or upward mobility programs

Households that contribute to meeting income goals (broad range of incomes)

Households that contribute to meeting income requirements (targeting)

Those previously enrolled in educational, training, or upward mobility programs

Victims of reprisals or hate crimes

Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either

through an absolute hierarchy or through a points 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 the jurisdiction
- \_\_\_\_ Those enrolled currently in educational, training, or upward mobility programs
- \_\_\_\_ Households that contribute to meeting income goals (broad range of incomes)
- \_\_\_\_ Households that contribute to meeting income requirements (targeting)
- \_\_\_\_ Those previously enrolled in educational, training, or upward mobility programs
- \_\_\_\_ Victims of reprisals or hate crimes
- \_\_\_\_ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

\_\_\_\_ The PHA applies preferences within income tiers

**Not applicable: The pool of applicants on the Waiting List ensure 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
- Anytime 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 de-concentration 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 de-concentration 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 de-concentration 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 development targeted below)

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

e. If the answer to d were 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 de-concentration 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 an analysis did not indicate a need for such efforts  
\_\_\_\_\_ List (any applicable) developments below:

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

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

## **B. Section 8**

### **(1) Eligibility**

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

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

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

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

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

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

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

**(2)WaitingListOrganization**

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)SearchTime**

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

**(4)AdmissionsPreferences**

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 points 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 preferences status, how are applicants selected? (select one)

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

5.IfthePHAplanstoemploypreferencesfor“residentsoholiveand/orworkinthe jurisdiction”(selectone)

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

6.Relationshipofpreferencesto incometargeting requirements:(selectone)

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

#### **(5)SpecialPurposeSection8AssistancePrograms**

a.Inwhichdocumentsorotherreferencematerialsarethepolicies governingeligibility, selection,andadmissionstoanyspecial -purposesection8programadministeredby thePHAcontained?(selectallthatapply)

- TheSection8AdministrativePlan  
 Briefingsessionsandwrittenmaterials  
 Other(listbelow )

a. HowdoesthePHAannouncetheavailabilityofanyspecial -purposesection8 programstothe public?

- Throughpublishednotices  
 Other(listbelow)

#### **4.PHARentDeterminationPolicies**

[24CFRPart903.79(d)]

#### **A.PublicHousing**

##### **(1)IncomeBasedRentPolicies**

a.Useofdiscretionarypolicies:(selectone)

- ThePHAwillnotemployanydiscretionaryrent -settingpoliciesforincomebased rentinpublichousing.Income -basedrentsaresetatthehigherof30%of adjustedmonthlyincome,10%ofunadjustedmonthlyincome,thewelfare rent,or minimumrent(lessHUDmandatorydeductionsandexclusions).(Ifselected, skiptosub -component(2))

---or---

- ThePHAemploysdiscretionarypoliciesfordeterminingincomebasedrent(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 :

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

f. Rent re-determinations:

1. Between income re-examinations, 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
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) **Above \$200 per month.**
- 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.)

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

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

**(1) Payment Standards**

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

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

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
- \_\_\_ Reflect market or sub -market
- \_\_\_ 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
- \_\_\_ Reflect market or sub -market
- \_\_\_ To increase housing options for families
- \_\_\_ Other (list below)

d. How often are repayment 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**

[24CFR Part 903.79(e)]

### **A. PHA Management Structure**

(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: The PHA operates on a part-time basis, and is open 5 days a week. The PHA accepts applications on Wednesdays when the Waiting List is open. Rent is during the first five days of the month and subsequently during office hours if rent is not paid during the designated time period. The maintenance of the units and systems are handled on a daily basis.

**B. HUD Programs Under PHA Management**

| Program Name  | Units or Families Served at Year Beginning | Expected Turnover |
|---|--|-------------------|
| Public Housing  | 26   | 1                 |
| Section 8 Vouchers  | N/A  |                   |
| Section 8 Certificates  | N/A  |                   |
| Section 8 Mod Rehab   | N/A  |                   |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | N/A  |                   |
| Public Housing Drug Elimination Program (PHDEP)                     | N/A  |                   |
|   |  |                   |
|   |  |                   |
| Other Federal Programs (list individually)                          | N/A  |                   |
|   |  |                   |
|   |  |                   |

**C. Management and Maintenance Policies**

**D.**

- (1) Public Housing Maintenance and Management: (list below) The GH has a part-time maintenance person, who receives work orders as they are recalled into the Office. The Executive Director then tracks the work orders.
- (2) The listed policies have been adopted and are in place: The Personnel Policy, The Admission and Occupancy Policy, The Procurement Policy, A Maintenance Plan, Grievance Policy, Travel Policy, The Disposition; etc.

(2) Section 8 Management: (list below)

**6. PHA Grievance Procedures**

[24 CFR Part 903.79(f)]

**A. Public Housing**

1. \_\_\_ Yes **X** 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 offices should residents or applicants stopublic 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 offices 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 903.79(g)]

### **A. Capital Fund Activities**

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

Select one:

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

-or-

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

**(2)Optional5 -YearActionPlan**

a. yes \_\_\_No: IsthePHAprovidinganoptional5 -YearActionPlanfortheCapital Fund?(ifno,skiptosub -component7B)

b.Ifyestoquestiona,selectone:

\_\_\_ TheCapitalFundProgram5 -YearActionPlanisprovidedasanattachmenttothe PHAPlanatAttachmen t(statename

-or-

TheCapitalFundProgram5 -YearActionPlanisprovidedbelow:(ifselected, copytheCFPOptional5YearActionPlanfromtheTableLibraryandinsertthere)

**B.HOPEVIandPublicHousingDevelopmentandReplacement Activities(Non -CapitalFund)**

\_\_\_ Yes No:a)HasthePHAreceivedaHOPEVIrevitalizationgrant?(ifno, skiptoquestionc;ifyes,provideresponsestoquestionbforeach grant,copyingandcompletingasmanytimesasnecessary)  
b)Statuso fHOPEVIrevitalizationgrant(completeonesetof questionsforeachgrant)

1.Developmentname:

2.Development(project)number:

3.Statusofgrant:(selectthestatementthatbestdescribesthecurrent status)

\_\_\_ RevitalizationPlanunde rdevelopment

\_\_\_ RevitalizationPlansubmitted,pendingapproval

\_\_\_ RevitalizationPlanapproved

\_\_\_ ActivitiespursuanttoanapprovedRevitalizationPlan underway

\_\_\_ Yes No:c)DoesthePHAplantoapplyforaHOPEVIRevital izationgrant inthePlanyear?

Ifyes,listdevelopmentname/sbelow:

\_\_\_ Yes No:d)WillthePHAbeengaginginanymixed -financedevelopment activitiesforpublichousinginthePlanyear?

Ifyes,listdevelopmentsoractivitiesbel ow:

Yes  No: 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**

[24CFR Part 903.79(h)]

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

**2. Activity Description**

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

| <b>Demolition/Disposition Activity Description</b>  |  |
|---|--|
| 1a. Development name:   |  |
| 1b. Development (project) number:   |  |
| 2. Activity type: <input type="checkbox"/> Demolition<br><input type="checkbox"/> Disposition   |  |
| 3. Application status (select one)<br><input type="checkbox"/> Approved<br><input type="checkbox"/> Submitted, pending approval<br><input type="checkbox"/> Planned application |  |
| 4. Date application approved, submitted, or planned for submission: (DD/MM/YY)  |  |
| 5. Number of units affected:<br>Coverage of action (select one)<br><input type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development               |  |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity:<br>b. Projected end date of activity:   |  |



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

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; PHA completing streamlined submissions may skip to component 10.)

2. Activity Description

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

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

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

[24CFR Part 903.79(j)]

**A. Assessments of Reasonable Revitalization Pursuant to Section 202 of the HUD FY1996 HUD Appropriations Act**

1. \_\_\_ Yes **X** 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 FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

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

| <b>Conversion of Public Housing Activity Description</b>  |  |
|---|--|
| 1a. Development name:   |  |
| 1b. Development (project) number:   |  |
| 2. What is the status of the required assessment?   |  |
| ___ Assessment underway   |  |
| ___ Assessment results submitted to HUD   |  |
| ___ Assessment results approved by HUD (if marked, proceed to next question)                                      |  |
| ___ Other (explain below)   |  |
| 3. ___ Yes ___ 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)                        |  |
| ___ Conversion Plan in development  |  |
| ___ Conversion Plan submitted to HUD on: (DD/MM/YYYY)   |  |
| ___ Conversion Plan approved by HUD on: (DD/MM/YYYY)  |  |
| ___ 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) |  |
| ___ Units addressed in a pending or approved demolition application (date submitted or approved:                  |  |

|     |  |
|-----|--|
| ___ | Units addressed in a pending or approved HOPEVI demolition application (date submitted or approved:) |
| ___ | Units addressed in a pending or approved HOPEVI revitalization plan (date submitted or approved:)    |
| ___ | Requirements no longer applicable: vacancy rates are less than 10 percent                            |
| ___ | Requirements no longer applicable: site now has less than 300 units                                  |
| ___ | Other: (describe below)  |

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

**A. Public Housing**

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

2. Activity Description

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

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

## B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

25 or fewer participants

26- 50 participants

- 51 to 100 participants
- more than 100 participants

b. PHA established eligibility criteria

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

**12. PHA Community Service and Self-Sufficiency Programs**

[24CFR Part 903.79(1)]

**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 support services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

\_\_\_\_\_ If yes, what was the date that agreement was signed? 12/15/99

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 program 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 home ownership option participation
- \_\_\_\_\_ Preference/eligibility for section 8 home ownership option participation
- \_\_\_\_\_ Other policies (list below)

b. Economic and Social Self-Sufficiency Programs

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

| <b>Services and Programs</b>                                       |                |  |  |   |
|--|----------------|--|--|---|
| Program Name & Description<br>(including location, if appropriate) | Estimated Size | Allocation Method<br>(waiting list/random selection/specific criteria/other) | Access<br>(development office/<br>PHA main office/<br>other provider name) | Eligibility<br>(public housing or section 8 participants or both) |
|  |                |  |  |   |
|  |                |  |  |   |
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|  |                |  |  |   |
|  |                |  |  |   |

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

**a. Participation Description**

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

b. \_\_\_ Yes  No:

N/A

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 plan to take to achieve at least the minimum program size?

If no, list step 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)

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

[24CFR Part 903.79(m)]

**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 area 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)

**This strategy is not applicable to the Granger Housing Authority. The GHAs has not experienced high incidence of crime in its housing developments.**

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

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

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

**The GHAs has only one development, which has not been affected by incidences of crime.**

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

**1. List the crime prevention activities the PHA has undertaken or plan 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)



**Will seek crime prevention activities through our local Police Department and County Sheriff Department.**

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

**The Granger Housing Authority manages one housing development. If this development is affected by high incidence of crime and violence, the GHA will include all of its housing units in any crime prevention plans.**

**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, office 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)

**Not applicable at this time.**

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

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

Yes  No: Has the PHA included the PHDEP Plan for FY2001 in this PHA Plan?

Yes  No: This PHDEP Plan is an Attachment.

[24 CFR Part 903.79 (n)]

**14. RESERVED FOR PET POLICY**

**The Pet Policy is an attachment, which has been mailed to Memphis with the Hard Copy of the PHA Plan.**

**15. Civil Rights Certifications**

[24CFRPart903.79(o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations. **(Mailed to Memphis with the Hard Copy of the PHA Plan)**

## **16. Fiscal Audit**

[24CFRPart903.79(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**

[24CFRPart903.79(q)]

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

## **18. Other Information**

[24CFR Part 903.79(r)]

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

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
 Attached at Attachment (Filename)  
 Provided below:

3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
 List changes below:  
 Other: (list below)

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

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

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

#### 3. Description of Resident Election Process

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

b. Eligible candidates: (select one)  
 Any recipient of PHA assistance  
 Any head of household receiving PHA assistance

- \_\_\_ Any adult recipient of PHA assistance
- \_\_\_ Any adult member of a resident or assisted family organization
- \_\_\_ Other (list)

c. Eligible voters: (select all that apply)

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

**RAB Members:** (Resident Membership on the Governing Body )

**Mary Yannis**

**Irene Santiago**

**Normal Mays**

**Johnnie Warner** (Ms. Warner has been selected to the Board of Commissioners)

**Eleonor Lopez**

**Joyce Palla**

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

1. Consolidated Plan jurisdiction: **State of Texas**

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- \_\_\_ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- \_\_\_ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- \_\_\_ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- \_\_\_ Other: (list below)

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

**Sarah D. Anderson** Certifying Official for the State of Texas

## **D. Other Information Required by HUD**

### **Attachments**

1. 2001 Capital Fund Program Annual Statement (Parts I, II & III)
2. 5-Year Action Plan for the Capital Fund Program (2000 - 2004)
3. 2000 Capital Fund Progress & Evaluation Report (Parts I, II & III)
4. Statement of Progress in Meeting 5 - Year Plan Mission and Goals
5. Voluntary Conversion Assessment (Original on file in Memphis)
6. GHA Board Resolution of PHA Plan (Original on file in Memphis)
7. Drug-Free Certification (Original on file in Memphis)
8. Consolidated Plan Certification (N/A)
9. Certificate of Payments to Influence (Original on file in Memphis)
10. PHA Compliance with Plans & Regulations Certification (Original on file in Memphis)
11. Disclosure of Lobbying Activities Certification (Original on file in Memphis)
12. Substantial Deviation - Significant Amendment or Modification

**Attachment1.(AnnualStatement)**

**CapitalFundProgramAnnualStatementPartsI,II,andII**

**AnnualStatement  
2001CapitalFundProgram(CFP)PartI:Summary**

| LineNo. | SummarybyDevelopmentAccount                 | TotalEstimated Cost |
|---------|---|---------------------|
| 1       | TotalNon-CGPFunds                           |                     |
| 2       | 1406Operations                              | \$2,173             |
| 3       | 1408ManagementImprovements                  | \$1,500             |
| 4       | 1410Administration                          | \$4,837             |
| 5       | 1411Audit                                   |                     |
| 6       | 1415LiquidatedDamages                       |                     |
| 7       | 1430FeesandCosts                            |                     |
| 8       | 1440SiteAcquisition                         |                     |
| 9       | 1450SiteImprovement                         | \$1,000             |
| 10      | 1460DwellingStructures                      | \$30,750            |
| 11      | 1465DwellingEquipment -Nonexpendable        |                     |
| 12      | 1470NondwellingStructures                   |                     |
| 13      | 1475NondwellingEquipment                    | \$1,250             |
| 14      | 1485Demolition                              |                     |
| 15      | 1490ReplacementReserve                      |                     |
| 16      | 1492Moving toWorkDemonstration              |                     |
| 17      | 1495RelocationCosts                         |                     |
| 18      | 1498ModUsedforDevelopment                   |                     |
| 19      | 1502Contingency                             | \$1,000             |
| 20      | <b>AmountofAnnualGrant(Sumoflines2-19)</b>  | <b>\$42,510</b>     |
| 21      | Amountofline20RelatedtoIRPAActivities       |                     |
| 22      | Amountofline20RelatedtoSection504Compliance |                     |
| 23      | Amountofline20RelatedtoSecurity             |                     |
| 24      | Amountofline20RelatedtoEnergyConservation   |                     |

**2001 Capital Fund Program (CFP) Part II: Supporting Page(s)**

| Development Number/Name<br>HA-Wide Activities | General Description of Major Work Categories  | Development Account Number | Total Estimated Cost |
|---|---|----------------------------|----------------------|
| TEX-281-001                                   | Reimburse operating account to maximize PHA flexibility in utilizing CFP funding.   | 1406                       | \$2,173              |
| TEX-281-001                                   | Improve overall management of the PHA by attending seminars, trainings, NAHRO activities, etc. Upgrading of computer software.  | 1408                       | \$1,500              |
| TEX-281-001                                   | Advertising and Misc. expenses for CFP Expense of additional part time duties of ED And maintenance sup for CFP administration during design and construction of mod  | 1410                       | \$4,837              |
| TEX-281-001                                   | SITE IMPROVEMENTS Update site accessibility by making improvements to sidewalks, handrails, & parking areas, etc. (Required to meet HUD min. Health and Building standards)   | 1450                       | \$1,000              |
| TEX-281-001                                   | DWELLING STRUCTURES Replace closet doors and door frames at 1 and 3 bedroom units – existing 8'0" high bi-pass sliding doors do not function and are a safety hazard (require to meet HUD min. Safety and building standards.) Install storm doors at 26 units (required to meet HUD safety and Building standards) | 1460                       | \$30,750             |
| TEX-281-001                                   | NON DWELLING EQUIPMENT Various maintenance equipment to maintain minimum safety standards   | 1475                       | \$1,250              |

**2001 Capital Fund Program (CFP) Part III: Implementation Schedule**

| Development Number/Name<br>HA-Wide Activities | All Funds Obligated<br>(Quarter Ending Date) | All Funds Expended<br>(Quarter Ending Date) |
|---|--|---|
| TX281001                                      | 30 June 2003                                 | 31 June 2005                                |

**Attachment 2.(5 -Year Action Plan for CFP)**

**Optional Table for 5 -Year Action Plan for Capital Fund**

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 five PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

| <b>Optional 5 -Year Action Plan Tables</b>   |  |                            |                                   |                                  |
|--|--|----------------------------|-----------------------------------|----------------------------------|
| <b>Development Number</b>  | <b>Development Name (or indicate PHA wide)</b> | <b>Number Vacant Units</b> | <b>% Vacancies in Development</b> |                                  |
| TEX281-001   | Granger Housing Authority                      | 0                          | 0                                 |                                  |
| <b>Description of Needed Physical Improvements or Management Improvements</b>  |  |                            | <b>Estimated Cost</b>             | <b>Planned (PHA Fiscal Year)</b> |
| Replaced deteriorated plumbing at 20 kitchen sinks and faucet hardware (required to meet HUD minimum health and building standards)  |  |                            | \$25,000                          | 2001                             |
| Replaced deteriorated and damaged kitchen cabinets and countertops at 20 units (existing cabinets and countertops are 32+ years old and seriously are deteriorated) (required to meet HUD min. safety and building standards)  |  |                            | \$32,500                          | 2001                             |
| Replaced deteriorated range hoods with new units at 22 kitchens (Required to meet HUD min. building and safety standards)  |  |                            | \$3,080                           | 2001                             |
| Remove (abate) vinyl asbestos floor tile & mastic and install new 12" x 12" vinyl floor tile at 17 units (required to meet HUD minimum health and building standards)  |  |                            | \$85,000                          | 2002-2004                        |
| Replaced deteriorated bathtubs/showers and repair/replaced deteriorated plumbing pipes, install new showerhead, faucet & valve at 7 units. (Required to meet HUD minimum health, safety & building standards)  |  |                            | \$14,406                          | 2004                             |
| Page 1   |  |                            |                                   |                                  |
| Replaced damaged and deteriorating bathroom lavatories, (porcelain lavatory basins are cracked and broken) replace plumbing hardware and under sink plumbing with new fixtures and fittings at 21 units (Required to meet HUD minimum health and building standards) |  |                            | \$12,150                          | 2004                             |
| Repair damaged ceiling and wall board and paint interior walls, ceilings and trim at 2 units due to termite damage (Required to meet HUD minimum building standards)   |  |                            | \$4,000                           | 2004                             |
| Replaced deteriorating wood screen doors with new units at re-entrance of 26 units (Required to meet HUD minimum building standards and for energy   |  |                            | \$7,000                           | 2004                             |



|   |                  |      |
|---|------------------|------|
| conservation)   |                  |      |
| Install energy conservation measures  |                  |      |
| Install additional R -11 attic insulation at 26 units   | \$6,807          | 2005 |
| Install caulking, sealant, and weatherstripping at 26 units<br>(Units have not had any additional insulation for 32+ years)                             | \$3,250          | 2004 |
| Replace washing machine valve and drain boxes at 20 units   | \$3,500          | 2005 |
| Alter and expand existing Maintenance and Storage building (Required to accommodate minimum maintenance operations and provide needed storage capacity) | \$8,100          | 2005 |
| Replace missing and damaged window blinds with new blinds at 17 units and office  | \$8,250          |      |
| Install central air conditioning at 12 elderly and disabled unit (Required for safety of elderly tenants due to extreme summer heat)                    | \$9,550          |      |
| Repair damaged and dislocated sidewalks (Required to maintain HUD standards)  | \$5,880.         |      |
| Construct housing authority sign - 2 sided with brick metal letters   | \$2,300          |      |
| Purchase refrigerator to replace 8 new units  | \$4,000          |      |
| Purchase range to replace 10 ranges at 10 units   | \$5,000          |      |
| Cost to cover consulting and asbestos removal, monitoring of asbestos   | \$14,000         |      |
| Tenant moving expenses during asbestos abatement and floor tile replacement   | \$9,500          |      |
| <b>Total estimated cost over next 5 years</b>   | <b>\$199,743</b> |      |

**Attachment3.(2000CFPP&Ereport)**

**CapitalFundProgramProgress&EvaluationReportPartsI,II,andII**

| <b>AnnualStatement/PerformanceandEvaluationReport</b>   |   |                    |  |    |
|---|---|--------------------|--|----|
| <b>CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)</b>  |   |                    |  |    |
| PHAName:<br><b>GRANGERHOUSINGAUTHORITY</b>  |   |                    | GrantTypeandNumber<br>CapitalFundProgramGrantNo: <b>TX59P281501-00</b><br>ReplacementHousingFactorGrantNo:                                 |    |
| <input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input checked="" type="checkbox"/> RevisedAnnualStatement(revisionno: <u>  1  </u> ) |   |                    |  |    |
| <input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding: <b>06/30/2002</b> <input type="checkbox"/> FinalPerformanceandEvaluationReport                               |   |                    |  |    |
| Line No.  | SummarybyDevelopmentAccount                       | TotalEstimatedCost |  |    |
|   |   | Original           | Revised  | Ob |
| 1   | Totalnon -CFPFunds                                |                    |  |    |
| 2   | 1406 Operations(nottoexceed20%)                   | \$0                | \$8,336  |    |
| 3   | 1408ManagementImprovements(nottoexceed20%)        | \$0                | \$2,173  |    |
| 4   | 1410Administration(nottoexceed10%)                | \$4,837            | \$4,837  | \$ |
| 5   | 1411Audit   |                    |  |    |
| 6   | 1415LiquidatedDamages                             |                    |  |    |
| 7   | 1430FeesandCos ts                                 |                    |  |    |
| 8   | 1440SiteAcquisition                               |                    |  |    |
| 9   | 1450SiteImprovement                               | \$1,500            | \$3,000  | \$ |
| 10  | 1460DwellingStructures                            | \$34,093           | \$12,000   | \$ |
| 11  | 1465.1DwellingEquipment ---Nonexpendable          | \$0                | \$4,000  |    |
| 12  | 1470Non -dwellingStructures                       |                    |  |    |
| 13  | 1475 Non-dwellingEquipment ---Expendable          | \$1,250            | \$4,000  | \$ |
| 14  | 1485Demolition                                    |                    |  |    |
| 15  | 1490ReplacementReserve                            |                    |  |    |
| 16  | 1492MovingtoWorkDemonstration                     |                    |  |    |
| 17  | 1495.1RelocationCosts                             |                    |  |    |
| 18  | 1499DevelopmentActivities                         |                    |  |    |
| 19  | 1501CollateralizationorDebtService                |                    |  |    |
| 20  | 1502Contingency(nottoexceed8%)                    | \$0                | \$3,334  |    |
| 21  | AmountofAnnualGrant:(sumoflines2 --20)            | \$41,680           | \$41,680   | \$ |
| 22  | Amountofline21RelatedtoLBPAactivities             |                    |  |    |
| 23  | Amountofline21RelatedtoSection50 4compliance      |                    |  |    |
| 24  | Amountofline21RelatedtoSecurity --SoftCosts       |                    |  |    |
| 25  | AmountofLine21RelatedtoSecurity -- HardCosts      |                    |  |    |
| 26  | Amountofline21RelatedtoEnergyConservationMeasures |                    |  |    |
| SignatureofExecutiveDirectorandDate   |   |                    | HUDCertification: Inapprovingthisbudgetandprovidingassistanceto nothemorethanisnecessarytomaketheassistedactivityfeasibleaftertak (12.50). |    |
| X <i>Arthur Lopez, Granger Housing Authority 07/09/2002</i>   |   |                    | SignatureofFieldOfficeManager(orRegionalPublicHousingDirector) X   |    |

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

| PHAName :<br>GRANGER HOUSING AUTHORITY        |  | Grant Type and Number<br>Capital Fund Program Grant No: <b>TX59P281501-00</b><br>Replacement Housing Factor Grant No: |          |                      | Federal F |          |
|---|--|---|----------|----------------------|-----------|----------|
| Development Number<br>Name/HA-Wide Activities | General Description of Major Work Categories   | Dev. Acct No.   | Quantity | Total Estimated Cost |           | T        |
|   |  |   |          | Original             | Revised   |          |
| HA-WIDE                                       | OPERATIONS (LRPH)  | 1406  |          | \$0                  | \$8,336   | \$0      |
| HA-WIDE                                       | VARIOUS MGMT IMPROVEMENTS<br>(Computers software, attend trainings)  | 1408  |          | \$0                  | \$2,173   | \$0      |
| HA-WIDE                                       | ADMINISTRATION<br>(Pro-rated salary for contract coordinator)  | 1410  |          | \$4,837              | \$4,837   | \$4,837  |
| HA-WIDE                                       | AUDIT  | 1411  |          |                      |           |          |
|   | FEES & COSTS   | 1430  |          | \$0                  | \$0       |          |
| TX281-1                                       | SITE IMPROVEMENTS<br>(Repair clotheslines, trim trees, flag pole)  | 1450  | 26-units | \$1,500              | \$3,000   | \$1,500  |
| TX281-1                                       | DWELLING STRUCTURES<br>(Replace closet doors @ 3 -bedroom units; install storm doors @ all units, rehab baths as needed) | 1460  | 26-units | \$34,093             | \$12,000  | \$12,000 |
| TX281-1                                       | DWELLING EQUIPMENT –<br>NONEXPENDABLE<br>(Ranges & Refrigerators)  | 1465.1  |          | \$0                  | \$4,000   | \$0      |
| TX281-1                                       | NON-DWELLING EQUIPMENT –<br>EXPENDABLE<br>(Office cabinet, supplies & equipment, lawnmower)                              | 1475  |          | \$1,250              | \$4,000   | \$1,250  |
| HA-WIDE                                       | CONTINGENCIES  | 1502  |          | \$0                  | \$3,334   | \$0      |
|   |  |   |          |                      |           |          |
|   |  |   |          |                      |           |          |
|   |  |   |          |                      |           |          |
|   |  |   |          |                      |           |          |

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

|  |   |   |        |   |            |        |               |
|--|---|---|--------|---|------------|--------|---------------|
| PHAName:<br><b>GRANGER HOUSING AUTHORITY</b>     |   | Grant Type and Number<br>Capital Fund Program No: <b>TX59P281501-00</b><br>Replacement Housing Factor No: |        |   |            |        | Federal FY of |
| Development Number<br>Name/HA-Wide<br>Activities | All Fund Obligated<br>(Quarter Ending Date) |   |        | All Funds Expended<br>(Quarter Ending Date) |            |        |               |
|  | Original                                    | Revised   | Actual | Original                                    | Revised    | Actual |               |
| HA-WIDE  | 09/30/2000                                  | 09/30/2002  |        | 09/30/2000                                  | 09/30/2004 |        |               |
|  |   |   |        |   |            |        |               |

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**Attachment4.(ProgressStatement)**

# **GrangerHousingAuthority**

500NorthCommerce  
512-859-0207(FAX)  
Granger,Texas76530

512-859-2797  
P.O.Box728  
[grangerha@thegateway.net](mailto:grangerha@thegateway.net)

## **GrangerHousingAuthorityPHAPlan TX281**

### **StatementofProgressinMeeting5 -YearPlanMissionandGoals 5-YearPlan (PHAFiscalYears2000 -2004)**

TheGrangerHousing(GHA)ison scheduleinmeetingitsmissiontopromoteadequateand affordablehousing.TheGHA'sgoalsarebeingmet.We have reduced the vacancy rates since April2001,changedmanagementinordertoaccomplishamoreeffectivelyrunhousingagency, increasedcust omersatisfactionandrenovateoneunittoaccommodateadisabledfamily.

Inanefforttopromotethequalityoflifeforourresidents,wehaveaccomplishedanadequate numberofhigherincomefamilies,whichnowrepresentsanincomemixinthedevelopm ent.

Overall,theGHAisonscheduleinitsprogresstowardsahigherperformingPHA.

ArthurLopez

*Arthur Lopez*

**ExecutiveDirector -GrangerHousingAuthority**

5/22/2002

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**Attachment 5. (Voluntary Conversion Certification)**

# Granger Housing Authority

500 North Commerce  
512-859-0207 (FAX)  
Granger, Texas 76530

512-859-2797  
P.O. Box 728  
[grangerha@thegateway.net](mailto:grangerha@thegateway.net)

## Granger Housing Authority TX281 Voluntary Conversion Initial Assessment

- A. How many of the PHA's developments are subject to the Required Initial Assessment?

The GHA has one development, which is subject to the Required Voluntary Conversion Initial Assessment.

TX281 - 0125 Units

- B. How many of the PHA's developments are not subject to the Required Initial Assessment based on exemptions being they are elderly or disabled and not otherwise exempted occupancy units?

The development of the GHA is not exempted from the Required Voluntary Conversion Initial Assessment. However, over 50 percent of the housing units in the development are occupied by elderly and/or disabled families. The general occupied units are appropriately assigned.

- C. Initial Assessment:

Test #1:

Would conversion of any of the dwelling units at the PHA adversely affect the availability of affordable housing in the community?

There is a shortage of affordable rental housing units in the Granger, Texas area, which is evident by the lengthy waiting list. Converting subject units would adversely affect the housing market in this community.

None of the PHA's units are considered appropriate for conversion based upon the PHA's Required Initial Assessment.

Arthur Lopez

*Arthur Lopez*

**Executive Director - Granger Housing Authority**

5/22/2002

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**Attachment 6. (Board Resolution Certification)**

Resolution Number \_\_\_\_\_

# The Granger Housing Authority

## Resolution

**WHEREAS**, the Granger Housing Authority, (hereinafter called the Authority) through the Board of Commissioners has received and reviewed the Fiscal Year 2001 PHA Plan for adoption:

WHEREAS, the Authority of, through its Board of Commissioners, believe it is in the best interest of the Housing Authority that it adopts the Fiscal Year 2001 "PHA Plan", as attached hereto, and incorporated herein as referenced as the Granger Housing Authority FY 2001 PHA Plan

THEREFORE, BE IT RESOLVED, that the Granger Housing Authority, through its Board of Commissioners, hereby adopts the above Resolutions on the terms and conditions as set forth herein.

The foregoing Resolutions having been submitted to a vote was adopted \_\_\_\_\_, 2002.

\_\_\_\_\_  
Signature Board Chairperson

\_\_\_\_\_  
Date

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**Attachment 7. (Drug -Free Certification)**

**Certification for  
a Drug -Free Workplace**

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

Applicant Name  
**GRANGER HOUSING AUTHORITY**

Program/Activity/Receiving Federal Grant Funding  
**CAPITAL FUND PROGRAM (TX59P281501 -01)**

Action on behalf of the abovenamed Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the abovenamed Applicant will or will continue to provide a drug -free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on -going drug -free awareness program to inform employees ---

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug -free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d. (2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notices shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d. (2), with respect to any employee who is so convicted--

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs a. thru f.

**2. Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance sheet shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here  if there are work places on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment therewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

|   |   |
|---|---|
| Name of Authorized Official<br><b>John Stefek</b> | Title<br><b>Chairman Board of Commissioners</b> |
| Signature<br><i>X John Stefek</i>                 | Date<br><i>01/14/2002</i>                       |



**Attachment8.(ConsolidatedPlanCertification)**

U.S.DepartmentofHousingandUrbanDevelopment  
OfficeofPublicandIndianHousing

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**CertificationbyStateorLocalOfficialofPHAPlansConsistencywith  
theConsolidatedPlan**

I, \_\_\_\_\_ the \_\_\_\_\_ certify  
*(EnterOfficial'sName)* *(EnterOfficial'sTitle)*

thattheFiveYearandAnnualPHAPlanofthe \_\_\_\_\_ is  
*(EnterHAName)*

consistentwiththeConsolidatedPlanof \_\_\_\_\_ prepared  
*(EnterJurisdictionName)*

pursuantto24CFRPart91.

-----  
Signed/DatedbyAppropriateStateorLocalOfficial

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CertificationbyStateandLocalOfficialofPHAPlansConsistencywiththeConsolidatedPlantoAccompanytheHUD50075

OMBApprovalNo.2577 -0226

Expires03/31/2002

(7/99)

Page1of1

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**Attachment9.(PaymenttoInfluenceCer tification)**

**CertificationofPayments  
toInfluenceFederal  
Transactions**

**U.S.DepartmentofHousing  
andUrbanDevelopment**  
OfficeofPublicandIndianHousing

---

ApplicantName  
**GRANGERHOUSINGAUTHORITY**

---

Program/ActivityReceivingFederalGrantFunding  
**CAPITALFUNDPGRAM(TX59P281501 -01)**

---

Theundersignedcertifies,tothebestofhisorherknowledgeandbelief,that:

(1)NoFederalappropriatedfundshavebeenpaidorwill bepaid,byoronbehalfoftheundersigned,toany personforinfluencingorattemptingtoinfluencean officeroremployeeofanagency,aMemberof Congress,anofficeroremployeeofCongress,oran employeeofaMemberofCongressinconnectionwith theawardingofanyFederalcontract,themakingofany Federalgrant,themakingof anyFederalloan,the enteringintoofanycooperativeagreement,andthe extension,continuation,renewal,amendment,or modificationofanyFederalcontract,grant,loan,or cooperativeagreement.

(2)IfanyfundsotherthanFederalappropriatedfunds havebeenpaidorwillbepaidtoanypersonfor influencingorattemptingtoinfluenceanofficeror employeeofanagency,aMemberofCongress,an officeroremployeeofCongress,oranemployeeofa MemberofCongressinconnectionwiththis Federalcontract,grant,loan,orcooperativeagreement, theundersignedshallcompleteandsubmitStandard Form-LLL,DisclosureFormtoReportLobbying,in accordancewithitsinstructions.

(3)Theundersignedshallrequirethatthelanguageof thiscertificationbeincludedintheawarddocumentsfor allsubawardsatalltiers(includingsubcontracts, subgrants,andcontractsundergrants,loans,and cooperativeagreements)andthatallsubrecipientsshall certifyanddiscloseaccordingly.

Thiscertificationis a materialrepresentationoffact uponwhichreliancewasplacedwhenthistransaction wasmadeorenteredinto.Submissionofthis certificationisaprerequisiteformakingorenteringinto thistransactionimposedbySection1352,Title31,U.S. Code.Any personwhofailstofiletherequired certificationsshallbesubjecttoacivilpenaltyofnotless than\$10,000andnotmorethan\$100,000foreachsuch failure.

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Iherebycertifythatalltheinformationstatedherein,aswellasanyinformationprovidedintheaccompanimenttherewith,istrue andaccurate:

**Warning:** HUDwillprosecutefalseclaimsandstatements.Convictionmayresultincriminaland/orcivilpenalties. (18U.S.C.1001,1010,1012;31U.S.C.3729,3802)

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|   |  |
|---|--|
| NameofAuthorizedOfficial<br><b>JohnStefek</b> | Title<br><b>ChairmanBoardofCommissioners</b> |
| Signature<br><i>John Stefek</i>               | Date(mm/dd/yyyy)<br><b>01/14/2002</b>        |

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**formHUD50071** (3/98)  
Previouseditionisobsolete

ref.Handbooks7417.1,7475.13,7485.1,&7485.3

## Attachment 10. (PHA Compliance with Plans & Regulations Certification)

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

### PHA Certification of Compliance with the PHA Plans and Related Regulations Board Resolution to Accompany the PHA Plan

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year Plan and Annual Plan for PHA fiscal year beginning \_\_\_\_\_, hereinafter referred to as the Plan of which this document is a part and make the following certifications and agreements with the Department of Housing Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
  2. The Plan contains a certification by the appropriate State or local official that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
  3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
  4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
  5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
  6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
  7. For PHA Plan that includes a policy for site-based waiting lists:
    - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
    - The system of site-based waiting lists provide for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to unit of different sizes and types at each site;
    - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
    - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
    - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with
-

- civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low- or Very-Low Income Persons, and with implementing regulation at 24 CFR Part 135.
11. The PHA has submitted with the Plan certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA has submitted with the Plan certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payment to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
13. For PHA Plan that includes a PHDEP Plan as specified in 24 CFR 761.21: The PHDEP Plan is consistent with and conform to the "Plan Requirements" and "Grantee Performance Requirements" as specified in 24 CFR 761.21 and 761.23 respectively and the PHA will maintain and have available for review/inspection (at all times), records or documentation of the following:
- Baseline law enforcement services for public housing developments assisted under the PHDEP plan;
  - Consortium agreement/s between the PHA participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHA participating in a consortium as specified under 24 CFR 761.15);
  - Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;
  - Coordination with other law enforcement efforts;
  - Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and
  - All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.
14. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
15. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
16. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
17. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
18. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
19. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
20. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
21. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations
-

and included in its Plan.

22. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and attachments at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

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PHA Name PHA Number

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Signed/Dated by PHA Board Chair or other authorized PHA official

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## Attachment 11. (Disclosure of Lobby Activities Certification)

### DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to  
(See reverse for public burden disclosure.)

Approved by OMB 0348 -0046  
31 U.S.C. 1352

|  |  |   |
|--|--|---|
| <b>1. Type of Federal Action:</b><br><input type="checkbox"/> a. contract<br><input checked="" type="checkbox"/> b. grant<br><input type="checkbox"/> c. cooperative agreement<br><input type="checkbox"/> d. loan<br><input type="checkbox"/> e. loan guarantee<br><input type="checkbox"/> f. loan insurance<br><small>(Check applicable box)</small>  | <b>2. Status of Federal Action:</b><br><input type="checkbox"/> a. bid/offer/application<br><input checked="" type="checkbox"/> b. initial award<br><input type="checkbox"/> c. post-award | <b>3. Report Type:</b><br><input checked="" type="checkbox"/> a. initial filing<br><input type="checkbox"/> b. material change<br><br><b>For Material Change Only:</b><br>year _____<br>quarter _____<br>date of last report _____<br>_____ |
| <b>4. Name and Address of Reporting Entity:</b><br><input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee<br>Tier _____,                      if known :<br>GRANGER HOUSING AUTHORITY<br><br>Congressional District, if known :   | <b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b><br><br><br>Congressional District, if known :   |   |
| <b>6. Federal Department/Agency:</b><br><br>DEPARTMENT OF HOUSING & URBAN DEVELOPMENT  | <b>7. Federal Program Name/Description:</b><br>TX59P281501-01<br><br>CFDA Number, if applicable : _____  |   |
| <b>8. Federal Action Number, if known :</b>  | <b>9. Award Amount, if known :</b><br>\$   |   |
| <b>10.a. Name and Address of Lobbying Registrant</b><br><small>(if individual, last name, first name, MI):</small>   | <b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i><br><small>(last name, first name, MI):</small>  |   |
| <b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tiered borrower when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. | Signature: <u>John Stefeke</u><br>Print Name: <u>JOHN STEFEKE</u><br>Title: <u>CHAIRMAN BOARD OF COMMISSIONERS</u><br>Telephone No.: <u>(512) 859-2573</u> Date: <u>01/14/2002</u>         |   |
| <b>Federal Use Only:</b>   | Authorized for Local Reproduction<br>Standard Form LLL (Rev. 7 -97)  |   |

**Attachment 12. (Substantial Deviation – Significant Amendment or Modification)**

# Granger Housing Authority

500 North Commerce  
512-859-0207 (FAX)  
Granger, Texas 76530

512-859-2797  
P.O. Box 728  
[grangerha@thegateway.net](mailto:grangerha@thegateway.net)

## Granger Housing Authority TX281

### Substantial Deviation – Significant Amendment or Modification

The following statement is pursuant to 24 CFR, Part 903, Public Housing Agency Plans, Final Notice, Section 903.7(r)(2); APHA must identify the basis criteria the PHA will use for determining: (i) A substantial deviation from its 5-Year Plan; and (ii) A significant amendment or modification to its 5-Year Plan and Annual Plan. The criteria for “a substantial deviation from the 5-Year Plan” and “a significant amendment or modification to the 5-Year Plan and Annual Plan” includes but is not limited to the following:

- Any change to the Mission Statement;
- 50% deletion from or addition to the goals and objectives as a whole;
- 50% or more decrease in the quantifiable measurement of any individual goal or objective;
- 50% variance in the funds projected in the Capital Fund Program Annual Statement or 5-Year Action Plan;
- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement and/or the Capital Fund Program Annual Statement;
- Any change in a policy or procedure that requires a regulatory 30-day posting;
- Any submission to HUD that requires a separate notification to residents, such as Hope VI, Public Housing Conversion, Demolition/Disposition, Designated Housing or Homeownership programs;
- Any change inconsistent with the local, approved Consolidated Plan; and
- Any change to rent or admissions policies or organization of the waiting list;

If the amendment or modification is a significant amendment or modification, as defined above, the PHA: (1) May not adopt the amendment or modification until the PHA has duly called a meeting of its board of directors and the meeting, at which the amendment or modification is adopted, is open to the public; and (2) May not implement the amendment or modification, until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures, as provided in Section 903.23.

Arthur Lopez

*Arthur Lopez*

**Executive Director - Granger Housing Authority**

5/22/2002

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