

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

PHA Plans

5 Year Plan for Fiscal Years 2002 - 2006

Annual Plan for Fiscal Year 2002

JULY 23, 2002

SEPTEMBER 20, 2002

OCTOBER 11, 2002

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

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

**PHA Plan
Agency Identification**

PHA Name: City of Richmond Housing Authority

PHA Number: CA 010

PHA Fiscal Year Beginning:) 07/2002

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2002 - 2006
[24 CFR Part 903.5]

A. Mission

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

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

The Richmond Housing Authority is committed to providing direct services towards and support for the provision of stable, permanent housing for all residents. We will strive, through good agency management and the utilization of all available resources, to provide, develop and maintain a wide variety of housing types and choices, including both rental and homeownership opportunities. We will advocate for fair housing rights, promote economic self-sufficiency and provide programs accommodate the particular needs of special populations such as the disabled, seniors, homeless and families with children.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
- Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS 85)
 - Improve voucher management: (SEMAP 83)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

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

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

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

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

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

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

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2002

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment’s name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

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

Optional Attachments:

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

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year and Annual Plans
	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	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures

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

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI		5	5	5	4	4	5
Income >30% but <=50% of AMI		5	5	4	4	4	5
Income >50% but <80% of AMI		5	4	4	4	4	4
Elderly (65 & older)	1,639	4	4	4	4	4	4
Families with Disabilities	453	5	5	5	5	3	4
Race/Ethnicity (Black)	7,689	5	5	4	3	4	4
Race/Ethnicity (Hispanic)	1,800	5	5	4	3	5	4
Race/Ethnicity (Asian/Pacific Isl)	947	2	2	2	2	2	2
Race/Ethnicity (White, other)	6,184	4	3	3	2	2	2

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 1997-02
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)
City of Richmond Housing Element, February 1991
Contra Costa County Consortium Consolidated Plan 1998

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	93		
Extremely low income <=30% AMI	79	85%	
Very low income (>30% but <=50% AMI)	10	11%	
Low income (>50% but <80% AMI)	4	4%	
Families with children	62	67%	
Elderly families	26	28%	
Families with	5	5%	

Housing Needs of Families on the Waiting List			
Disabilities			
Race/ethnicity (White)	10	11%	
Race/ethnicity (Hispanic)	2	2%	
Race/ethnicity (Black)	71	76%	
Race/ethnicity (Asian)	9	9%	
Race/ethnicity (Indian/Alaskan)	1	1%	
Characteristics by Bedroom Size (Public Housing Only)	N/A		
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 120			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	254		
Extremely low income	234	92.1%	

Housing Needs of Families on the Waiting List			
<=30% AMI			
Very low income (>30% but <=50% AMI)	19	7.5%	
Low income (>50% but <80% AMI)	1	.4%	
Families with children	43	16.9%	
Elderly families	162	63.8%	
Families with Disabilities	49	19.3%	
Race/ethnicity (White)	7	2.8%	
Race/ethnicity (Hispanic)	20	7.9%	
Race/ethnicity (Black)	202	79.5%	
Race/ethnicity (Asian)	14	5.5%	
Race/ethnicity (Indian/Alaskan)	11	4.3%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	211	83.1%	
2 BR	27	10.6%	
3 BR	11	4.3%	
4 BR +	5	2.0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 8			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)
 - Provide housing information in Spanish
 - Recruit & retain staff with bilingual skills

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)
 - Cooperate with Fair Housing efforts of local legal assistance services

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	\$1,640,888	
b) Public Housing Capital Fund	\$1,413,351	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$13,775,285	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	
i) HOME		
Other Federal Grants (list below)		
	N/A	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
	N/A	
3. Public Housing Dwelling Rental Income		
	\$1,644,273	Public Housing Operations
4. Other income (list below)		
Non-dwelling rentals	\$0	Public Housing Operations
Other	\$0	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
5. Non-federal sources (list below)		
	N/A	
Total resources	\$18,473,797	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
 When families are within a certain time of being offered a unit: (state time)

Other: (describe)
 At initial application and certification prior to admission

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)

Social Security Administration
Richmond Senior Center
Richmond Main Public Library
Rubicon
Nevin Community Center
Office of Supervisor John Gioia
Employment & Human Resources Department
Familias Unidas
Martin Luther King Community Center
Iron Triangle
East Shore Community Center

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

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

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

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

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

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists

- At the development to which they would like to apply
- Other (list below)

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

2 Date and Time

Former Federal preferences:

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 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
- 2 Veterans and veterans' families

- 1 Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- 2 Victims of reprisals or hate crimes
- 2 Other preference(s) (list below):
Terminally Ill

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list):
Before changes occur (for addition other than by birth, adoption or court ordered custody)

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors below)
 - Other (list below):
Tenant History
- 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)
Tenant History (available in file)

(2) Waiting List Organization

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

Section 8 Administrative Office

(3) Search Time

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

If yes, state circumstances below:

When requested (beyond 120 days as accommodation for disabled)

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

- Victims of reprisals or hate crimes
- Other preference(s) (list below)
Terminally Ill

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

2 Date and Time

Former Federal preferences

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 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
- 2 Veterans and veterans’ families
- 1 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)
- 1 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- 2 Victims of reprisals or hate crimes
- 2 Other preference(s) (list below)
Terminally Ill
Persons in law enforcement
Victim/Witness Program

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

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

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

- This preference has previously been reviewed and approved by HUD

The PHA requests approval for this preference through this PHA Plan

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

The PHA applies preferences within income tiers

Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

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

The Section 8 Administrative Plan

Briefing sessions and written materials

Other (list below)

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

Through published notices

Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7.9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \$500
- Other (list below)
Any change in family composition (preapproval required)

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	821	30 per year
Section 8 Vouchers	1681	131
Section 8 Certificates		
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	1673	400
Other Federal Programs (list individually)		
Hope I	60 Households	

C. Management and Maintenance Policies

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

- (1) Public Housing Maintenance and Management: (list below)
Admissions & Continued Occupancy Policy (ACOP)
- (2) Section 8 Management: (list below)
Administrative Plan (Admin Plan)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)
Section 8 Administrative Office

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

1. Development name: Easter Hill
2. Development (project) number: CA010003
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: Easter Hill
1b. Development (project) number: CA010003
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)

Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(08/03/01)</u>
5. Number of units affected: 237
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 04/30/03 b. Projected end date of activity: 05/15/05

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/>

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

- Client referrals
 Information sharing regarding mutual clients (for rent determinations and otherwise)

- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

(select all that apply)

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Employment & Training Center: Skill assessment, job search, basic</i>	<i>15-20</i>	<i>Voluntary</i>	<i>Easter Hill</i>	<i>Public Housing</i>

<i>skills training, case management, adult education, GED and literacy services</i>				
<i>Neighborhood House Internet Project: exposing youth to the world wide net and introduction to other international youth sister cities.</i>	<i>10-15</i>	<i>Voluntary</i>	<i>Easter Hill</i>	<i>Public Housing</i>
<i>Brownies/Girl Scouts: Comprehensive programs & activities to promote community involvement.</i>	<i>25-40</i>	<i>Voluntary</i>	<i>Easter Hill, Triangle Court, Nystrom Village</i>	<i>Public Housing</i>
<i>Familias Unidas: group & individual counseling services target but not limited to the Hispanic community</i>	<i>20-40</i>	<i>Voluntary</i>	<i>Easter Hill</i>	<i>Public Housing</i>
<i>Family Education Center: family counseling, drugs, violence and anger management services</i>	<i>25-40</i>	<i>Voluntary</i>	<i>Easter Hill, Triangle Court, Nystrom Village</i>	<i>Public Housing</i>

(2) Family Self Sufficiency program/s

a. Participation Description

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

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents

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

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

Easter Hill
 Triangle Court
 Nystrom Village

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

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

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

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

Easter Hill
 Triangle Court
 Nystrom Village

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)

- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

Easter Hill
 Triangle Court
 Nystrom Village

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

PET POLICY

PETS IN CONVENTIONAL PUBLIC HOUSING

The following rules are established to govern the keeping of pets in public housing developments owned or operated by the Housing Authority of the City of Richmond. The rules adopted are reasonably related to the legitimate interest of the RHA to provide a decent, safe and sanitary living environment for all tenants, to protecting and preserving the physical condition of the property and the financial interest of the RHA.

This policy does not apply to animals that are used to assist, support or provide service to persons with disabilities. The RHA will not apply or enforce any policies against animals that are necessary as a reasonable

accommodation to assist, support or provide service to persons with disabilities.

MANAGEMENT APPROVAL AND CONDITIONS

All pets must have prior management written approval. This privilege may be revoked at any time, subject to the RHA Grievance Procedures, if the animal becomes destructive, a nuisance to others, or violates any RHA policies. Execution of a Pet Agreement with the RHA must be completed prior to approval.

DEPOSITS FOR PETS

Tenants are required to pay a \$150.00, per pet for maximum pet allowed, refundable deposit for the purpose of defraying all reasonable costs directly attributable to the presence of the pet(s):

1. Cost of repairs and replacements to the dwelling unit;
2. Fumigation of the dwelling.

Pet deposit will be refunded when the Tenant moves out or no longer has a pet on the premises and verification is provided.

The expense of flea fumigation shall be the responsibility of the Tenant.

TEMPORARY PETS ON RHA PROPERTY

Pets not owned by the Tenant are not allowed on RHA property. Tenants are prohibited from feeding or harboring stray animals.

RESPONSIBLE PARTIES

The Tenant will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

INSPECTIONS

The RHA may, after reasonable notice to the Tenant, may enter and inspect the premises.

TENANT RESPONSIBILITIES

The RHA will only allow only common household pets as set forth below. Any pet deemed to be potentially harmful to the health or safety of other, including attack or dogs trained to fight, will not be allowed. Only two (2) pets per unit allowed, with the exception of (1) below, are allowed:

3. One dog will be allowed per unit. Not to exceed twenty-five (25) pounds.
4. One cat will be allowed per unit.
5. Permitted pets are domesticated dogs, cats, birds, fish, rabbits, guinea pig, hamster or gerbil. **Pitbulls, Rottweilers, snakes or vicious animals are prohibited.**
6. Dogs and cats must be spayed or neutered.
7. Registration must be renewed and will be coordinated with the annual recertification date. All dogs must wear a current license tag, as well as a tag bearing the resident's name and address.
8. Birds must be properly caged at all times.
9. Fish must be contained in an aquarium not to exceed twenty-five (25) gallons in capacity.
10. Dogs shall remain in the Tenant's unit or within fence property. Dogs must be on a leash when outside unit.

11. Cats are to use litter box kept in Tenant's premises and cleaned periodically. Litter must be placed in a sealed plastic bag and disposed in the trash receptacle or dumpster.
12. Tenants are responsible for promptly cleaning up pet droppings, if any, inside or around unit and properly disposing of said droppings
13. Tenant shall take adequate precautions to eliminate any pet orders within or around the unit and to maintain unit in a sanitary condition.
14. Tenant shall not permit disturbance by their pet, which would interfere with the quiet enjoyment of other tenants: excessive barking, howling, biting, scratching, chirping or other such activities.
15. Pets may not be left unattended in the unit for over twenty four (24) hours and no arrangements have been made for its care, the Housing Authority has the right to enter the unit and have the pet removed to the local animal care facility at owners expense. The Housing Authority accepts no responsibility for the pet under such circumstances.
16. Tenants must take appropriate measures to protect the pet from fleas and ticks.
17. Tenants are not allowed to alter their unit or patio area or create an enclosure for the animal without prior written approval from management.
18. Any loose animal will be turned over to the proper authorities.
19. Tenants are responsible for all damages caused by their pet(s).
20. Tenant shall physically control or confine the animal when RHA employees, agents of RHA, or other individuals that must conduct business in the unit.
21. If the animal causes harm to any individual, the Tenant will be required to permanently remove the animal from the property within

twenty-four hours and provide written proof to RHA management of the removal.

22. Tenant who violates any other condition of this policy may be required to remove the animal from the property within ten days of the Notice from the property.

RULE VIOLATIONS

The RHA may order the pet removed from the property upon the first instance of any unprovoked injury or threatened injury (bite, attack, scratch) upon another person or aggressive behavior towards another animal.

If a determination is made that a Tenant violated the Pet Policy, written notice will be served. The Notice will state:

23. A brief statement on the violation;
24. That the Tenant has five days from the effective date of the Notice to correct the violation or make written request to discuss the violation;
25. The Tenant's failure to correct the violation, request a meeting, or failure to appear can result in initiating procedures that can result in termination of tenancy.

The RHA's grievance procedures shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this policy.

If the Tenant and the RHA failed to resolve the violation or the Tenant fails to correct the violation in the time period allowed by RHA, the RHA may serve notice to remove the pet. The notices shall state:

1. A brief statement of the violation.

2. The requirement that the Tenant must remove the pet within five (5) days of the notice.
26. A statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

PET REMOVAL

If the health or safety of the pet is threaten by the health or death or incapacity of the pet owner, or by other factors that render the owner unable to care for the pet, the situation will be reported to the Responsible Party designated by the pet owner.

If the responsible party is unwilling or unable to care for the pet, or if the RHA after reasonable efforts cannot contact the responsible party, the RHA may contact the appropriate State, County or local agency and request the removal of the pet.

The RHA will take all necessary steps to insure that pets that become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate State, County or local entity authorized to remove such animal.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?

5. Yes No: If yes, how many unresolved findings remain? ____
Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

Items 4 and 5 are not applicable.

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
 - Provided below:
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-based assistance)
 Representatives of all PHA resident and assisted family organizations
 Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (City of Richmond)

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)
 - Increase utilization of available Section 8 Housing Choice Vouchers.
 - Pursue homeownership opportunities for Section 8 and Public Housing residents.
- Other: (list below)

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

- Coordination and consultation with the planning process.
- Partnership in housing activities

D. Other Information Required by HUD

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

Resident Advisory Board Members:

Maria Torres

Reanor Simon

Ira Gaines

Shawn Brown

Shilonda Armstrong

Emily White

Helen Hall

Mary Williams

Barbara Anderson, Resident Governing Board Member

Attachments

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

Capital Fund Program Annual Statement FFY 2002

Five-Year Action Plan for Capital Fund

Replacement Housing Fund Annual Statement FFY 2002

Annual Statement/Performance and Evaluation Reports for CA39P010707-98, CA39P010708-99, CA39P01050100-00, and CA39R01050100-00

CAPITAL FUND PROGRAM ANNUAL STATEMENT FFY 2002

Annual Statement/Performance and Evaluation Report

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

PHA Name: City of Richmond Housing Authority (CA010)	Grant Type and Number Capital Fund Program Grant No.: CA39P01050102	Federal FY of Grant: 2002
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations	282,670	0	0	0
3	1408 Management Improvements Soft Costs	75,228	0	0	0
	Management Improvements Hard Costs	6,000	0	0	0
4	1410 Administration	275,000	0	0	0
5	1411 Audit	2,000	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	35,000	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	338,453	0	0	0
10	1460 Dwelling Structures	35,000	0	0	0
11	1465.1 Dwelling Equipment - Nonexpendable	30,000	0	0	0
12	1470 Nondwelling Structures	310,000	0	0	0
13	1475 Nondwelling Equipment	24,000	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1502 Contingency	0	0	0	0
	Amount of Annual Grant: (sum of lines 2-19)	1,413,351	0	0	0
	Amount of line XX Related to LBP Activities	0	0	0	0
	Amount of line XX Related to Section 504 Compliance	300,000	0	0	0
	Amount of line XX Related to Security – Soft Costs	0	0	0	0
	Amount of line XX Related to Security – Hard Costs	10,000	0	0	0
	Amount of line XX Related to Energy Conservation Measures	10,000	0	0	0
	Collateralization Expense or Debt Service	0	0	0	0

Signature of Executive Director & Date:

X

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

X

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: City of Richmond Housing Authority (CA010)		Grant Type and Number Capital Fund Program Grant No.: CA39P01050102				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work
M 02-1 PHA-Wide	Operations		1406		282,670			
M 02-2	RHA Support of Resident Initiatives, Resident Capacity Building, Economic Development, Drug Elimination and Supportive Services		1408		33,228			
M 02-3	Records Retention Program Improvements		1408		37,000			
M 02-4	Staff Training		1408		5,000			
M 02-5	Laser Printer for Finance Checks		1408		6,000			
M 02-6	Administration		1410		275,000			
M 02-7	Audit		1411		2,000			
M 02-8	Fees and Costs		1430		35,000			
M 02-9 Nystrom Village 10-2	Phase I Exterior Improvements Site Lighting/Playgrounds Parking Areas/Tree Trimming		1450		258,453			
M 02-10 Triangle Court 10-11	Security Fencing - Completion		1450		10,000			
Signature of Executive Director & Date: X				Signature of Public Housing Director/Office of Native American Programs Administrator & Date: X				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: City of Richmond Housing Authority (CA010)		Grant Type and Number Capital Fund Program Grant No.: CA39P0105012				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
M 02-11 Triangle Court 10-11	Tot Lot		1450		50,000			
M 02-12 Hacienda 10-4	Irrigation Controller		1450		5,000			
M 02-13 Friendship Manor 10-6	Irrigation Controller		1450		5,000			
M 02-14 Nevin Plaza 10-12/13	Court Yard Exterior Furniture		1450		10,000			
M 02-15 Friendship Manor 10-6	Gutter Replacement		1460		25,000			
M 02-16 PHA-Wide	Plumbing Fixtures		1460		10,000			
M 02-17 PHA-Wide	New Drapes/Blinds		1465		30,000			
M 02-18 Maintenance Building	504 Common Areas		1470		300,000			
M 02-19 PHA-Wide	Office Conversions		1470		10,000			
M 02-20 PHA-Wide	Water Heaters		1475		10,000			

Signature of Executive Director & Date:

X

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

X

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

PHA Name: City of Richmond Housing Authority (CA010)		Grant Type and Number Capital Fund Program Grant No.: CA39P01050102					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
PHA-Wide Management Improvements	7/1/2004			7/1/2006				
CA 10-2 Nystrom Village	7/1/2004			7/1/2006				
CA 10-4 Hacienda	7/1/2004			7/1/2006				
CA 10-6 Friendship Manor	7/1/2004			7/1/2006				
CA 10-11 Triangle Court	7/1/2004			7/1/2006				
CA 10-12/13 Nevin Plaza	7/1/2004			7/1/2006				
PHA-Wide Non-Dwelling Equipment	7/1/2004			7/1/2006				
Signature of Executive Director & Date: X				Signature of Public Housing Director/Office of Native American Programs Administrator & Date: X				

FIVE-YEAR ACTION PLAN FOR CAPITAL FUND

Five-Year Action Plan
Part 1: Summary
 Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

HA Name: Housing Authority of the City of Richmond		Locality: (City/Country & State) Richmond, Contra Costa, CA		: Original		G Revision No: _____	
A.	Development Number/Name	Work Statement for Year 1 FFY: 2002	Work Statement for Year 2 FFY: 2003	Work Statement for Year 3 FFY: 2004	Work Statement for Year 4 FFY: 2005	Work Statement for Year 5 FFY: 2006	
	CA 10-2 Nystrom Village		330,000	353,453	100,000	200,000	
	CA 10-4 Hacienda		23,453	400,000	0	328,453	
	CA 10-6 Friendship Manor		0	0	148,453	100,000	
	CA 10-11 Triangle Court		0	0	250,000	0	
	CA 10-12/13 Nevin Plaza		120,000	0	200,000	200,000	
	PHA-Wide		300,000	2,228	40,000	5,000	
B.	Physical Improvements Subtotal		773,453	755,681	738,453	833,453	
C.	Management Improvements		45,000	99,000	45,000	17,000	
D.	HA-Wide Nondwelling Structures and Equipment		0	0	0	0	
E.	Administration		275,000	275,000	275,000	275,000	
F.	Other (A & E)		37,228	1,000	72,228	5,228	
G.	Operations		282,670	282,670	282,670	282,670	
H.	Demolition		0	0	0	0	
I.	Replacement Reserve		0	0	0	0	
J.	Mod Used for Development		0	0	0	0	
K.	Total CGP Funds		0	0	0	0	
L.	Total Non-CGP Funds		0	0	0	0	
M.	Grand Total		1,413,351	1,413,351	1,413,351	1,413,351	
Signature of Executive Director:		Date:		Signature of Public Housing Director/Office of Native		Date:	

X		American Programs Administrator: X	
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Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statements
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: <u>2002</u>	Work Statement for Year <u>2</u> FFY: <u>2003</u>			Work Statement for Year <u>3</u> FFY: <u>2004</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	10-2 Nystrom Village Site improvements, Phase 1 exterior, to include landscaping, fencing, outdoor lighting, painting, storm drainage improvements and structural work on foundations.		330,000	10-2 Nystrom Village Site improvements, Phase 1 exterior, to include landscaping, fencing, outdoor lighting, painting, storm drainage improvements and structural work on foundations.		353,453
	10-4 Hacienda Track Door Replacement Elevator Communications Parking Lot Gates/Controllers		3,453 10,000 <u>10,000</u> 23,453	10-4 Hacienda Window Replacement Fire Alarm System		300,000 <u>100,000</u> 400,000
	10-12/13 Nevin Plaza Non-Slide Flooring in Entry Hall Carpet in Common Hallways Paint Common Hallways Fire Alarm Panel Parking Lot Gates/Controllers		10,000 40,000 40,000 20,000 <u>10,000</u> 120,000			
	PHA-Wide Hard-Wired Smoke Detectors		300,000	PHA-Wide Energy Savings Programs		2,228

		Subtotal of Estimated Cost	773,453	Subtotal of Estimated Cost	755,681

Signature of Executive Director: X	Date:	Signature of Public Housing Director/Office of Native American Programs Administrator: X	Date:
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Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statements
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: <u>2002</u>	Work Statement for Year <u>4</u> FFY: <u>2005</u>			Work Statement for Year <u>5</u> FFY: <u>2006</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	10-2 Nystrom Village Site improvements, Phase 1 exterior, to include landscaping, fencing, outdoor lighting, painting, storm drainage improvements and structural work on foundations.		100,000	10-2 Nystrom Village Site improvements, Phase 1 exterior, to include landscaping, fencing, outdoor lighting, painting, storm drainage improvements and structural work on foundations.		200,000
	10-6 Friendship Manor Window Replacement		148,453	10-4 Hacienda Exterior Painting		100,000
	10-11 Triangle Court Exterior Painting		220,000	Kitchen Cabinet Replacement		<u>78,453</u>
	Gutter Replacement		<u>30,000</u>	Boiler Upgrade		328,453
	10-12/13 Nevin Plaza Re-roofing		200,000	10-6 Friendship Manor Exterior Painting		100,000
	PHA-Wide Energy Savings Programs		40,000	10-12/13 Nevin Plaza Window Replacement		200,000
				PHA-Wide Energy Savings Programs		5,000

	Subtotal of Estimated Cost		738,453	Subtotal of Estimated Cost	
Signature of Executive Director: X		Date:	Signature of Public Housing Director/Office of Native American Program Administrator: X	Date:	

**Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statements**
Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: <u>2002</u>	Work Statement for Year <u>2</u> FFY: <u>2003</u>			Work Statement for Year <u>3</u> FFY: <u>2004</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	RHA Support of Resident Initiatives, Economic Development, Drug Elimination, and Capacity Building.		40,000	RHA Support of Resident Initiatives, Economic Development, Drug Elimination, and Capacity Building.		20,000
	RHA Staff Training		5,000	RHA Staff Training		2,000
				Purchase Audio Visual Equipment and Scanner		2,000
				Improve Maintenance Department's Capacity for Carrying Out Repairs By Replacing Old Equipment, Tools, and Vehicles.		75,000

	Subtotal of Estimated Cost		45,000	Subtotal of Estimated Cost	
				99,000	

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

Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statements
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: <u>2002</u>	Work Statement for Year <u>4</u> FFY: <u>2005</u>			Work Statement for Year <u>5</u> FFY: <u>2006</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	RHA Support of Resident Initiatives, Economic Development, Drug Elimination, and Capacity Building.		40,000	RHA Support of Resident Initiatives, Economic Development, Drug Elimination, and Capacity Building.		15,000
	RHA Staff Training		5,000	HA Staff Training		2,000

	Subtotal of Estimated Cost		45,000	Subtotal of Estimated Cost		17,000
Signature of Executive Director: X		Date:	Signature of Public Housing Director/Office of Native American Programs Administrator: X		Date:	

REPLACEMENT HOUSING FUND ANNUAL STATEMENT FFY 2002

Annual Statement/Performance and Evaluation Report

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

PHA Name: City of Richmond Housing Authority (CA010)	Grant Type and Number Capital Fund Program Grant No.: CA39R01050102	Federal FY of Grant: 2002
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations	0	0	0	0
3	1408 Management Improvements Soft Costs	0	0	0	0
	Management Improvements Hard Costs	0	0	0	0
4	1410 Administration	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment - Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	21,612	0	0	0
19	1502 Contingency	0	0	0	0
	Amount of Annual Grant: (sum of lines 2-19)	21,612	0	0	0
	Amount of line XX Related to LBP Activities	0	0	0	0
	Amount of line XX Related to Section 504 Compliance	0	0	0	0
	Amount of line XX Related to Security – Soft Costs	0	0	0	0
	Amount of line XX Related to Security – Hard Costs	0	0	0	0
	Amount of line XX Related to Energy Conservation Measures	0	0	0	0
	Collateralization Expense or Debt Service	0	0	0	0

Signature of Executive Director & Date:

X

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

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

PHA Name: City of Richmond Housing Authority (CA010)		Grant Type and Number Capital Fund Program Grant No.: CA39R01050102				Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA-Wide R02-1	Replacement Housing		1499		21,612				

Signature of Executive Director & Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator & Date: X
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Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: City of Richmond Housing Authority (CA010)	Grant Type and Number Capital Fund Program Grant No.: CA39R01050102	Federal FY of Grant: 2002
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide Replacement Housing	7/1/2004			7/1/2006			

Signature of Executive Director & Date:

X

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

X

ANNUAL STATEMENT/PERFORMANCE AND
EVALUATION REPORT FOR CA39P010707-98

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

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

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

HA Name: HOUSING AUTHORITY OF THE CITY OF RICHMOND Comprehensive Grant Number: CA39P010707 FFY of Grant Approval: 1998

Original Annual Statement **9** Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number ____ Performance and Evaluation Report for Program Year Ending 12/31/01
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	0	0	0	0
2	1406 Operations (May not exceed 10% of line 19)	0	0	0	0
3	1408 Management Improvements	89,304	16,256	19,823	19,823
4	1410 Administration	277,825	244,256	244,256	244,256
5	1411 Audit	2,000	2,000	2,000	2,000
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	30,000	5,789	2,289
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	250,000	686,102	706,102	604,697
10	1460 Dwelling Structures	735,000	407,095	407,739	347,095
11	1465.1 Dwelling Equipment - Nonexpendable	10,000	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	25,000	3,420	3,420	3,420
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1498 Mod Used for Development	0	0	0	0
18	1502 Contingency (may not exceed 8% of line 19)	0	0	0	0
19	Amount of Annual Grant (Sum of lines 2-18)	1,389,129	1,389,129	1,389,129	1,223,580
20	Amount of Line 19 Related to LBP Activities	0	0	60,644	0
21	Amount of Line 19 Related to Section 504 Compliance	0	0	0	0
22	Amount of Line 19 Related to Security	125,000	0	20,000	0

23	Amount of Line 19 Related to Energy Conservation Measures	0	0	0	0
Signature of Executive Director & Date: X			Signature of Public Housing Director/Office of Native American Programs Administrator & Date: X		

Annual Statement/Performance and Evaluation Report
Part II: Supporting Pages
 Comprehensive Grant Program (CGP)707-APER

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

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PHA-Wide	<u>MANAGEMENT IMPROVEMENTS</u>							
M 98-1	RHA Support of Resident Initiatives, Resident Capacity Building, Economic Development, Drug Elimination and Supportive Services	1408		24,304	0	0	0	Moved to CGP 708
M 98-2	RHA Staff Training	1408		15,000	1,256	1,256	1,256	Completed
M 98-3	RHA Computer Software	1408		50,000	5,000	9,195	9,195	Completed. Budget revision to follow.
M 98-3.1	Provide Internet Access	1408		0	10,000	9,372	9,372	Completed
M 98-4	Administration	1410		277,825	244,256	244,256	244,256	Completed
M 98-5	Audit	1411		2,000	2,000	2,000	2,000	Completed
M 98-5.1	Fees and Costs	1430		0	30,000	5,789	2,289	In progress
	<u>SITE IMPROVEMENTS</u>							
M 98-6 Easter Hill 10-3	Comprehensive Modernization Phase V - Final	1450		50,000	330,366	330,366	330,366	Completed
M 98-7 Easter Hill 10-3	Force Account Site Improvements, Phases I - IV	1450		25,000	0	0	0	Canceled due to receipt of HOPE VI grant.
M 98-8 Hacienda 10-4	Plumbing Repairs - Sewer Line Upgrade	1450		50,000	97,468	97,468	16,063	In progress

Signature of Executive Director and Date:

X

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

X

Annual Statement/Performance and Evaluation Report
Part II: Supporting Pages
 Comprehensive Grant Program (CGP)707-APER

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

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
	<u>SITE IMPROVEMENTS (CONT-D)</u>							
M 98-9 Triangle Court 10-11	Security Fencing	1450		125,000	0	0	0	Moved to CGP 709. Will be advertised 1st quarter, 2002.
M 98-9.1 PHA-Wide	Security Area Lighting	1450		0	0	20,000	0	Budget revision to follow. Contract will be awarded 1st quarter, 2002.
	<u>DWELLING STRUCTURES</u>							
M 98-10 Nystrom Village 10-2	Roofing	1460 1450		445,000 0	0 258,268	0 258,268	0 258,268	Incorrect BLI. See below. Completed.
M 98-10.1 Nystrom Village 10-2	Moisture Barriers	1460		0	0	0	0	Moved to CGP 709
M 98-11 Easter Hill 10-3	Comprehensive Modernization Phase V- Final	1460		250,000	347,095	347,095	347,095	Completed
M 98-12 Easter Hill 10-3	Force Account - Dwelling Improvements, Phases I-IV	1460		25,000	0	0	0	Canceled due to receipt of HOPE VI grant.

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
M 98-12.1 Hacienda 10-4	Balcony Resurfacing (Moved to CGP 708)	1460		0	0	0	0	Completed in CGP 708

1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement(2) to be completed for the Performance and Evaluation Report

Signature of Executive Director and Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X
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Annual Statement/Performance and Evaluation Report
Part II: Supporting Pages
 Comprehensive Grant Program (CGP)707-APER

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

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
M98-12.2 Senior Sites	<u>DWELLING STRUCTURES (CONT-D)</u> LBP and Asbestos Abatement	1460		0	60,000	60,644	0	Contract will be awarded 1st quarter, 2002. Budget revision to follow.
M 98-13 Nevin Plaza 10-12/13	Elevator Repairs (Included in CGP 708)	1460		5,000	0	0	0	Completed in CGP 708
M 98-14 Nevin Plaza 10-12/13	Front Door Repair/Replacement (Moved to CGP 708)	1460		10,000	0	0	0	Completed in CGP 708

<u>DWELLING EQUIPMENT - NONEXPENDABLE</u>								
PHA-WIDE M 98-15	Bathroom Grab Bars at Senior Sites (Moved to CGP 708)	1465		10,000	0	0	0	Moved to CGP 708
M98-16 Easter Hill 10-3	Dwelling Equipment for 36 Units	1465		0	0	0	0	No equipment required
<u>NON-DWELLING STRUCTURES</u>								
M 98-17 Maintenance Facility	Critical Electrical Work (Moved to CGP 708)	1470		0	0	0	0	Will become part of CGP 709 revision.
M 98-18 Maintenance Facility	Fire Sprinklers (Moved to CGP 708)	1470		0	0	0	0	Same as above - M98-17

1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement (2) to be completed for the Performance and Evaluation Report

Signature of Executive Director and Date:
X

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

Annual Statement/Performance and Evaluation Report
Part II: Supporting Pages
Comprehensive Grant Program (CGP)707-APER

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

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
M 98-19 PHA-WIDE	<u>NON-DWELLING STRUCTURES (CONT' D)</u> 504 Common Areas (Moved to CGP 708)	1470	0	0	0	0	0	Budget revision required. Contract to be awarded 1st quarter, 2002.
M 98-20	<u>NON-DWELLING EQUIPMENT</u> Computer System Hardware	1475		25,000	3,420	3,420	3,420	Completed

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1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement (2) to be completed for the Performance and Evaluation Report

Signature of Executive Director and Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X
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Annual Statement/Performance and Evaluation Report
Part III: Implementation Schedule
 Comprehensive Grant Program (CGP) - 707

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

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
CA 10-2 Nystrom Village	3/31/2000		3/31/2000	3/31/2002		9/30/2000	All obligation deadlines for the grant were originally met according to HUD guidelines. However, due to outstanding default litigation on our Easter Hill Phase V comprehensive modernization project, \$186,535.00 in project funds were held to satisfy two enforced AStop Notices@against the project payment bond. Subsequently, the project-bonding agent, Credit General Insurance Company, declared bankruptcy and is in liquidation. Upon the advice of counsel, the Housing Authority will reobligate the funds held to complete other modernization projects.
CA 10-3 Easter Hill	3/31/2000		6/30/1999	3/31/2002		6/30/2000	
CA 10-4 Hacienda	3/31/2000	9/30/2001	9/30/2001	3/31/2002			
CA 10-6 Friendship	3/31/2000	9/30/2001	9/30/2001	3/31/2002			

Manor							Therefore, the revised obligation dates shown reflect the reobligation of funds previously obligated for our Easter Hill project.
CA 10-11 Triangle Court	3/31/2000		N/A	3/31/2002		N/A	
CA 10-12/13 Nevin Plaza	3/31/2000	9/30/2001	9/30/2001	3/31/2002			
PHA-Wide Management Improvements	3/31/2000		12/31/1999	3/31/2002		12/31/2000	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement. (2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

X

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

X

ANNUAL STATEMENT/PERFORMANCE AND
EVALUATION REPORT FOR CA39P010708-99

HA Name: HOUSING AUTHORITY OF THE CITY OF RICHMOND Comprehensive Grant Number: CA39P010708 FFY of Grant Approval: 1999

Original Annual Statement **9** Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number ____ Performance and Evaluation Report for Program Year Ending 12/31/2001

Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	0	0	0	0
2	1406 Operations (May not exceed 10% of line 19)	0	0	0	0
3	1408 Management Improvements	301,000	278,928	263,377	263,377
4	1410 Administration	316,800	316,800	316,800	316,800
5	1411 Audit	2,000	2,000	2,000	2,000
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	156,400	172,651	194,875	150,111
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	662,804	187,805	0	0
10	1460 Dwelling Structures	145,000	436,930	421,930	421,930
11	1465.1 Dwelling Equipment - Nonexpendable	0	85,127	4,270	4,270
12	1470 Nondwelling Structures	0	95,000	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1495.1 Relocation Costs	0	8,763	8,763	8,763
17	1498 Mod Used for Development	0	0	0	0
18	1502 Contingency (may not exceed 8% of line 19)	0	0	0	0
19	Amount of Annual Grant (Sum of lines 2-18)	1,584,004	1,584,004	1,212,015	1,167,251
20	Amount of Line 19 Related to LBP Activities	0	0	0	0
21	Amount of Line 19 Related to Section 504 Compliance	0	50,000	0	0

22	Amount of Line 19 Related to Security	457,804	259,886	1,223	1,223
23	Amount of Line 19 Related to Energy Conservation Measures	0	0	0	0

Signature of Executive Director & Date:

X

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

X

Annual Statement/Performance and Evaluation Report
Part II: Supporting Pages
 Comprehensive Grant Program (CGP)708-APER

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

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PHA-Wide	<u>MANAGEMENT IMPROVEMENTS</u>							
M 99-1	RHA Support of Resident Initiatives, Resident Capacity Building, Economic Development, Drug Elimination and Supportive Services	1408		26,000	25,434	19,935	19,935	Park and Recreation and Rubicon contracts completed.
M 99-2	RHA Staff Training	1408		10,000	6,565	6,565	6,565	Completed
M 99-3	Photo Copying Equipment	1408		30,000	15,135	15,135	15,135	Completed
M 99-4	Grants Writer/Administrator - canceled	1408		55,000	0	0	0	Canceled
M 99-4.1	New RHA Telephone System	1408		0	123,044	113,065	113,065	Installed and completed.
M 99-5	Retain External Legal Counsel to Assist in Eviction Process	1408		60,000	6,400	6,400	6,400	MOD portion completed.
Finance								
M 99-6	Hire Accountant to Assist With GAAP Conversion Process (2-Year Position)	1408		75,000	82,350	82,277	82,277	Completed
M 99-7	Engage Fixed Assets Appraiser	1408		45,000	20,000	20,000	20,000	Completed
M 99-8	Administration	1410		316,800	316,800	316,800	316,800	Completed
M 99-9	Audit	1411		2,000	2,000	2,000	2,000	Completed

M 99-10	Fees & Costs	1430	156,400	172,651	194,875	150,111	In progress
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1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement (2) to be completed for the Performance and Evaluation Report

Signature of Executive Director and Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X
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Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
	<u>SITE IMPROVEMENTS</u>							
M 99-11 PHA-WIDE	Security Lighting (Balance From CGP 707)	1450		0	0	0	0	Future budget revision will provide funds to complete.
M 99-12 Nystrom Village 10-2	Phase I Exterior Improvements to Include Landscaping, Fencing, Storm Drainage Improvements, and Structural Work on Foundations (Included in Capital Fund)	1450		330,000	0	0	0	Moved to CGP 709
M 99-13 Easter Hill 10-3	Minor Facelift of Phases I-IV to include Fencing and Landscaping Stage 1. Note: Work May Entail Force Account as Originally Approved in CGP 705 But Removed Through Fungibility to Later Year	1450		125,000	0	0	0	Canceled due to receipt of HOPE VI grant.
M 99-14 Triangle Court 10-11	Security Fencing	1450		207,804	187,805	0	0	Moved to CGP 709. Will be advertised 1st quarter, 2002.
	<u>DWELLING STRUCTURES</u>							
M 99-15 Nystrom Village 10-2	Security Screen Doors - Rear	1460		20,000	0	0	0	Postponed
M 99-16 Nystrom Village 10-2	Moisture Barriers (Moved from CGP 707)	1460		0	15,000	0	0	Moved to CGP 709
M 99-17 Easter Hill 10-3	Minor Facelift of Phases I-IV to Include Painting and Window Grilles	1460		75,000	0	0	0	Same as M 99-13, above.

1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement(2) to be completed for the Performance and Evaluation Report

Signature of Executive Director and Date:

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

X

X

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages**U.S. Department of Housing
and Urban Development**

Comprehensive Grant Program (CGP)708-APER

Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
	<u>DWELLING STRUCTURES (CONT-D)</u>							
M 99-17.1 Friendship Manor 10-6	Storage/Water Heater Door Replacement	1460		0	52,022	52,022	52,022	Completed
M 99-18 Easter Hill 10-3	Security Screen Doors - Rear	1460		50,000	0	0	0	Canceled
M 99-19 Easter Hill 10-3	Comprehensive Modernization - Completion of Phase V	1460		0	226,886	226,886	226,886	Completed
M 99-20 Hacienda 10-4	Balcony Resurfacing	1460		0	128,000	128,000	128,000	Completed
M 99-21 Nevin Plaza 10-12/13	Elevator Repairs	1460		0	5,900	5,900	5,900	Completed
M 99-22 Nevin Plaza 10-12/13	Front Door Repair/Replacement (Moved from CGP 707)	1460		0	9,122	9,122	9,122	Completed
	<u>DWELLING EQUIPMENT- NONEXPENDABLE</u>							
M 99-22.1	Security Camera and Enhancements	1465		0	72,081	1,223	1,223	Contract to be awarded 1st

Nevin Plaza &
Hacienda
10-12/13 and
10-4

quarter, 2002.

1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement(2) to be completed for the Performance and Evaluation Report

Signature of Executive Director and Date:

X

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

X

Part II: Supporting Pages

Comprehensive Grant Program (CGP)708-APER

Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
	<u>DWELLING EQUIPMENT - NONEXPENDABLE (CONT=D)</u>							
M 99-23 PHA -WIDE	Bathroom Grab Bars at Senior Sites (Moved from CGP 707)	1465		0	10,000	0	0	Will be included in M 99-24, below.
M 99-23.1 Easter Hill 10-3	Refrigerators for Phase V	1465		0	3,046	3,046	3,046	Completed
	<u>NON-DWELLING STRUCTURES</u>							
M 99-24 PHA -WIDE	504 Common Areas (Moved from CGP 707)	1470		0	50,000	0	0	Contract will be awarded 1st quarter, 2002.
M 99-25 Maintenance Facility	Critical Electrical Work @ Maintenance Building (Moved from CGP 707)	1470		0	10,000	0	0	Moved to CGP 709
M 99-26 Maintenance Facility	Fire Sprinklers (Moved from CGP 707)	1470		0	35,000	0	0	Moved to CGP 709
M 99-27 Easter Hill 10-3	Relocation - Phase V	1495		0	8,763	8,763	8,763	Completed

1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement(2) to be completed for the Performance and Evaluation Report

Signature of Executive Director and Date:

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

Annual Statement/Performance and Evaluation Report
Part III: Implementation Schedule
 Comprehensive Grant Program (CGP) - 708

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

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
CA 10-2 Nystrom Village	3/31/2000	6/30/2002		9/30/2002			An architectural and engineering contract has been completed for a variety of projects in CGP 708 including PHA-wide 504 common areas access, PHA-wide security site lighting, and Triangle Court security fencing. Award of the construction contract will occur the 1st quarter of 2002. This extension will allow the obligation timelines to be consistent with the new regulations regarding Agency Plan Capital Fund obligation timelines as shown in the New Capital Fund Program Training guide issued November 2000, Kansas City, page 1A7.
CA 10-3 Easter Hill	3/31/2000	6/30/2002		9/30/2002			
CA 10-4 Hacienda	3/31/2000	6/30/2002		9/30/2002			
CA 10-6 Friendship Manor	3/31/2000	6/30/2002		9/30/2002			
CA 10-11 Triangle Court	3/31/2000	6/30/2002		9/30/2002			
CA 10-12/13 Nevin Plaza	3/31/2000	6/30/2002		9/30/2002			
PHA-Wide Management Improvements	3/31/2000	6/30/2002	9/30/2001	9/30/2002		12/31/2001	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement. (2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date:

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

X	X
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ANNUAL STATEMENT/PERFORMANCE AND
EVALUATION REPORT FOR CA39P01050100-00

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

Capital Fund Grant Number CA39P01050100

FFY of Grant Approval: 10/2000

Original Annual Statement

Performance and Evaluation
Report for Program Year Ending 12/31/2001

Line No.	Summary by Development Amount	Total Estimated Cost	Obligated	Expended
1	Total Non-CGP Funds	0	0	0
2	1406 Operations	\$293,960	\$293,960	\$293,960
3	1408 Management Improvements	\$ 60,000	\$ 747	\$ 747
4	1410 Administration	\$237,600	\$237,600	\$150,648
5	1411 Audit	\$ 2,000	0	0
6	1415 Liquidated Damages	0	0	0
7	1430 Fees and Costs	0	0	0
8	1440 Site Acquisition	\$100,000	0	0
9	1450 Site Improvement	\$570,000	0	0
10	1460 Dwelling Structures	0	0	0
11	1465.1 Dwelling Equipment-Nonexpendable	0	0	0
12	1470 Nondwelling Structures	\$161,242	0	0
13	1475 Nondwelling Equipment	\$ 45,000	0	0
14	1485 Demolition	0	0	0
15	1490 Replacement Reserve	0	0	0
16	1492 Moving to Work Demonstration	0	0	0
17	1495.1 Relocation Costs	0	0	0
18	1498 Mod Used for Development	0	0	0
19	1502 Contingency	0	0	0
20	Amount of Annual Grant (Sum of lines 2-19)	\$1,469,802	\$532,307	\$445,355
21	Amount of line 20 Related to LBP Activities	0	0	0
22	Amount of line 20 Related to Section 504 Compliance	0	0	0
23	Amount of line 20 Related to Security	\$200,000	0	0
24	Amount of line 20 Related to Energy Conservation Measures	0	0	0
Signature of Executive Director and Date: X		Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X		

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost	Obligated	Expended	Comments
PHA-Wide						
M 00-1	Operating Subsidy	1406	\$293,960	\$293,960	\$293,960	Completed
	<u>Management Improvements</u>					
M 00-2	RHA Support of Resident Initiatives, Resident Capacity Building, Economic Development, Drug Elimination and Supportive Services	1408	\$ 56,000	0	0	Not started
M 00-3	Photocopying Equipment	1408	0	0	0	Cancelled
M 00-4	Staff Training	1408	\$ 3,000	\$ 747	\$ 747	Underway
M 00-5	Develop Performance Standards	1408	0	0	0	Not started
M 00-6	Install Phones at Resident Council Office and Bulletin Board in Each Community Building	1408	\$ 1,000	0	0	Not started
M 00-7	Retain Human Resource Analyst to Design Employee Performance Improvement Plan and Handle All Routine Personnel Matters	1408	0	0	0	Moved to Capital Fund 2001
M 00-8	Administration	1410	\$237,600	\$237,600	\$150,648	Underway
M 00-9	Audit	1411	\$ 2,000	0	0	Underway
Signature of Executive Director and Date:			Signature of Public Housing Director/Office of Native American Programs Administrator and Date:			
X			X			

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost	Obligated	Expended	Comments
M 00-10	Site Acquisition	1440	\$100,000	0	0	Planning phase
M 00-11 Nystrom Village 10-2	Phase I Exterior Improvements Site Lighting/Playgrounds Parking Areas/Tree Trimming	1450	\$350,000	0	0	Under design
M 00-12 Easter Hill Village 10-3	Phases V Landscaping/Irrigation Repair	1450	\$20,000	0	0	Not started
M 00-13 Triangle Court 10-11	Security Fencing	1450	\$200,000	0	0	Contract will be awarded 2nd quarter, 2002.
M 00-14 Easter Hill Village 10-3	Minor Facelift of Phases 1-IV to Include Painting and Window Grills-Phase I	1460	0	0	0	Cancelled due to receipt of HOPE VI grant.
M 00-15 Administration Building	Minor Rehab Administration Office	1470	\$36,040	0	0	Planning stage
M 00-16 Maintenance Facility	Rehab Maintenance Building	1470	\$125,202	0	0	Planning stage
Signature of Executive Director and Date: X			Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X			

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost	Obligated	Expended	Comments
M 00-17 PHA Wide	Install gas shut-off valves at Nystrom, Easter Hill Phase V, Friendship Manor and Triangle Court	1475	\$45,000	0	0	Not yet started
Signature of Executive Director and Date: X			Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X			

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PHA-Wide Management Improvements	9/30/2002	9/30/2003
CA 10-2 Nystrom Village	9/30/2002	9/30/2003
CA 10-3 Easter Hill	9/30/2002	9/30/2003
CA 10-6 Friendship Manor	9/30/2002	9/30/2003
CA 10-11 Triangle Court	9/30/2002	9/30/2003
PHA Wide Non-Dwelling Structures	9/30/2002	9/30/2003
Signature of Executive Director and Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X	

ANNUAL STATEMENT/PERFORMANCE AND
EVALUATION REPORT FOR CA39R01060100-00

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

Capital Fund Grant Number CA39R01050100

FFY of Grant Approval: 10/2000

Original Annual Statement

X

Performance and Evaluation
Report for Program Year Ending 12/31/2001

Line No.	Summary by Development Amount	Total Estimated Cost	Obligated	Expended
1	Total Non-CGP Funds	0	0	0
2	1406 Operations	0	0	0
3	1408 Management Improvements	0	0	0
4	1410 Administration	0	0	0
5	1411 Audit	0	0	0
6	1415 Liquidated Damages	0	0	0
7	1430 Fees and Costs	0	0	0
8	1440 Site Acquisition	0	0	0
9	1450 Site Improvement	0	0	0
10	1460 Dwelling Structures	0	0	0
11	1465.1 Dwelling Equipment-Nonexpendable	0	0	0
12	1470 Nondwelling Structures	0	0	0
13	1475 Nondwelling Equipment	0	0	0
14	1485 Demolition	0	0	0
15	1490 Replacement Reserve	0	0	0
16	1492 Moving to Work Demonstration	0	0	0
17	1495.1 Relocation Costs	0	0	0
18	1498 Mod Used for Development	\$28,387	0	0
19	1502 Contingency	0	0	0
20	Amount of Annual Grant (Sum of lines 2-19)	\$28,837	0	0
21	Amount of line 20 Related to LBP Activities	0	0	0
22	Amount of line 20 Related to Section 504 Compliance	0	0	0
23	Amount of line 20 Related to Security	0	0	0
24	Amount of line 20 Related to Energy Conservation Measures	0	0	0
Signature of Executive Director and Date: X		Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X		

**Annual Statement
 Capital Fund Program (CFP) Part II: Supporting Table
 FFY 2000 RHF**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost	Obligated	Expended	Comments
PHA-Wide R00-1	Replacement Housing	1498	\$28,837	0	0	Planning stage
Signature of Executive Director and Date: X			Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X			

**Annual Statement
 Capital Fund Program (CFP) Part III: Implementation Schedule
 FFY 2000 RHF**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PHA-Wide Replacement Housing	9/30/2002	9/30/2003
Signature of Executive Director and Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X	