

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

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

**PHA Plan
Agency Identification**

PHA Name: Housing Authority of the City of Titusville

PHA Number: FL-25

PHA Fiscal Year Beginning: 4/2002

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

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

Main business office of the PHA

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

A. Mission

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

B. Goals

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers: as NOFA's are announced the THA will make application accordingly. Information is unavailable to quantify at this time.
 - Reduce public housing vacancies: reduce move-outs by 10% during FY 2002; 10% during FY 2003
 - Leverage private or other public funds to create additional housing opportunities: begin the process of RFP and contractor acceptance during FY2000 to build/acquire Affordable Housing Units for the elderly; FY2001 acquire or begin building process of new affordable units for elderly; FY2002 begin process to build/acquire additional affordable housing units for families through the RFP process; FY 2003 acquire/build affordable housing units for families; FY2004/2005 review past experiences, review needs assessments for future affordable housing planning.
 - Acquire or build units or developments
- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management (PHAS score): 84
 - Improve voucher management SEMAP score
 - Increase customer satisfaction:
 - Renovate or modernize public housing units: FY 2001, 2002 – FL 25-6 modernization project; FY 2003 modernize FL 25-2; FY 2004 continue FL 25-2 start modernizing FL 25-3, FY 2005-2006 continue and finish FL 25-3, include funding earned from affordable housing projects to increase modernization budgets.
- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling
 - Conduct outreach efforts to potential voucher landlords

- Implement public housing or other homeownership programs: coordinate with local and county governments to set up programs under the First Time Homebuyers (HOME) programs.

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: increase households with higher incomes through flat rent program marketing; FY2002 increase higher income by 10% while maintaining waiting list regulations.
 - Implement public housing security improvements: review support sources such as Drug Elimination monies (\$62,651) to increase project security.
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

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: meet with unemployed and under-employed residents and develop an employment strategy to bring them to an improved self-sufficient position.
 - Provide or attract supportive services to improve assistance recipients' employability: coordinate a program with Florida Job Services and the Workforce Development Board to counsel and train housing authority residents for future jobs and promotions.
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.

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, or 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, or disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Other PHA Goals and Objectives (list below):

Annual PHA Plan
PHA Fiscal Year 2002
[24 CFR Part 903.7]

i. Annual Plan Type:

Standard Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

The Housing Authority of the City of Titusville will be accepting the challenges of the following housing initiatives:

1. Maintaining a complete and timely Capital Fund program that addresses physical and social needs of the residents and the properties.
2. Address the problem of FY2001 of high move-out rates combined with decreasing waiting lists for public housing. Improve the caliber of the vacant units, installing ceiling fans, vertical blinds, improving landscaping.
3. Institute the flat rent program to address: 1.) the working resident who can start to save monies for future home purchases while paying a rent that is more equitable than the 30% of a working family's income; flat rents will be more attainable to the working resident with limited hours (part-time) yet who has a plan to improve income without increasing rents and desire less involvement with the housing staff (i.e. re-examinations reduced to three year requirements).
4. In accordance with the County's housing needs assessment, develop an elderly apartment complex through multiple financing opportunities, which could offer affordable rents and assisted living accommodations not now available.
5. Review results of the new census and the new Comprehensive Plan now in development by Brevard County to ascertain housing needs that require action by the Authority.
6. Develop improved relationships with current residents; make office and training space available to the community for meetings, employment training, etc.
7. Increase the number of vouchers administered by the Authority by responding to the NOFA's as released.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Table of Contents

Annual Plan	<u>Page #</u>
i. Executive Summary	
ii. Table of Contents	
1. Housing Needs	
2. Financial Resources	
3. Policies on Eligibility, Selection and Admissions	
4. Rent Determination Policies	
5. Operations and Management Policies	
6. Grievance Procedures	
7. Capital Improvement Needs	
8. Demolition and Disposition	
9. Designation of Housing	
10. Conversions of Public Housing	
11. Homeownership	
12. Community Service Programs	
13. Crime and Safety	
14. Pet Policy	
15. Civil Rights Certifications (included with PHA Plan Certifications)	
16. Audit	
17. Asset Management	
18. Other Information	

Attachments

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2002 Capital Fund Program Annual Statement
- FY 2001 Capital Fund Program 5-Year Action Plan*
- Public Housing Drug Elimination Program (PHDEP) Plan

Optional Attachments:

- PHA Management Organizational Chart
- Comments of Resident Advisory Board/s (must be attached if not included in PHA Plan text)

* HUD Form 50075 not yet updated to show Capital Fund 5-Year Action Plan or Initial Assessments for Voluntary Conversions of Public Housing as required attachments.

Supporting Documents Available for Review

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5-Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5-Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement	5-Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (Section 16(a) of the U.S. 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
	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
	Section 8 informal review and hearing procedures	Annual Plan: Grievance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	<input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to Section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Reasoning from initial assessments as required by 24 CFR 972.200	Annual Plan: Conversion of Public Housing*
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 homeownership program <input type="checkbox"/> Check here if included in the Section 8 Administrative Plan.	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS, or other resident services) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under Section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit, and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (List individually, using as many lines as necessary.)	(Specify as needed.)

* HUD Form 50075 not yet updated to show initial assessments as a supporting document.

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” 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	Acces-sibility	Size	Location
Income =30% of AMI	6,134	5,992	N/A*	N/A	N/A	N/A	N/A
Income >30% but =50% of AMI	5,992	5,854	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	5,530	5,007	N/A	N/A	N/A	N/A	N/A
Elderly	3,742	3,393	NA	N/A	N/A	N/A	N/A
Families with disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type (select one):			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input 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/sub-jurisdiction:			
	# of Families	% of Total Families	Annual Turnover
Waiting list total	143		
Extremely low income (=30% AMI)	80	56%	
Very low income (>30% but =50% AMI)	63	44%	
Low income (>50% but <80% AMI)			
Families with children	25	17%	
Elderly families	63	44%	
Families with disabilities	45	64%	
Race/ethnicity	White 80	56%	
Race/ethnicity	Black 63	44%	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	118	83%	
2 BR	19	13%	
3 BR	6	4%	
4 BR			
5 BR			
5+ BR			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No: Is the waiting list closed?			
If yes:			
How long has it been closed (# of months)?			
<input type="checkbox"/> Yes <input type="checkbox"/> No: Does the PHA expect to reopen the list in the PHA Plan year?			
<input type="checkbox"/> Yes <input type="checkbox"/> No: Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			

C. Strategy for Addressing Needs

The Housing Authority of the City of Titusville will begin the process of developing an affordable housing project for the elderly and those needing assisted living care. This will be accomplished through multiple sources of funding including funding possible through HOME, SHIP, and Authority backed bonds.

(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:

- Employing effective maintenance and management policies to minimize the number of public housing units off-line
- Reducing turnover time for vacated public housing units
- Reducing time to renovate public housing units
- Undertaking measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintaining or increasing Section 8 lease-up rates by marketing the program to owners, particularly those outside areas of minority and poverty concentration
- Maintaining or increasing Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participating in the Consolidated Plan development process to ensure coordination with broader community strategies

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

- Applying for additional Section 8 units should they become available
- Leveraging affordable housing resources in the community through the creation of mixed-finance housing
- Pursuing housing resources other than public housing or Section 8 tenant-based assistance

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

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

- Adopting rent policies to support and encourage work

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

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

- Employing admissions preferences aimed at families who are working
- Adopting rent policies to support and encourage work

Need: Specific Family Types: The elderly

Strategy 1: Target available assistance to the elderly by:

- Seeking designation of public housing for the elderly
- Applying for special-purpose vouchers targeted to the elderly should they become available
- Other: Begin the process to increase the availability of elderly units by developing additional units under the Authority's affordable housing program through multiple financing sources.

Need: Specific Family Types: Families with disabilities

Strategy 1: Target available assistance to families with disabilities by:

- Carrying out the modifications needed in public housing based on the Section 504 Needs Assessment for Public Housing
- Applying for special-purpose vouchers targeted to families with disabilities should they become available
- Affirmatively marketing to local non-profit agencies that assist families with disabilities

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

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

- Affirmatively marketing to races/ethnicities shown to have disproportionate housing needs

Strategy 2: Conduct activities to affirmatively further fair housing:

- Counsel Section 8 tenants about units outside areas of poverty or minority concentration and assist them in locating those units
- Market the Section 8 program to owners outside areas of poverty /minority concentrations

Other Housing Needs and Strategies:

(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
- 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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a. Public Housing Operating Fund	\$ 572,253.00	
b. Public Housing Capital Fund	\$ 445,231.00	
c. HOPE VI Revitalization		
d. HOPE VI Demolition		
e. Annual Contributions for Section 8 Tenant-Based Assistance	\$ 1,606,723.00	
f. Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$ 62,651.00	
g. Resident Opportunity and Self-Sufficiency Grants		
h. Community Development Block Grant		
i. HOME		
Other Federal Grants:		
Assisted Living County Grant	\$ 350,000.00	
2. Prior Year Federal Grants (unobligated funds only):		
Capital Fund 2001	\$ 445,231.00	
3. Public Housing Dwelling Rental Income	\$ 385,000.00	Public Housing Operations
4. Other income:		
Misc.	\$ 24,000.00	Public Housing Operations
5. Non-federal sources:		
Interest on General Fund Investments	\$ 10,000.00	Public Housing Operations
Non Dwelling Rentals	\$ 30,600.00	Public Housing Operations
Excess Utilities	\$ 20,000.00	Public Housing Operations
Total resources	\$ 3,951,689.00	Public Housing Operations

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

(1) Eligibility

- a. When does the PHA verify eligibility for admission to public housing (select all that apply)?
- When families are within 60 days of being offered a unit.
- 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: local preferences as contained in Admissions and Continued Occupancy Policy
- 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 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
- b. Where can interested persons apply for admission to public housing?
- PHA main administrative office
- 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 sub-component (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 (i.e., not part of a previously HUD-approved site-based waiting list plan)?
If yes, how many lists?
 3. Yes No: Can 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
 - 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
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If the 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? The Authority does not plan to exceed the targeted 40%; however, the recent high rate of move-outs and the condition of the waiting list is currently dictating a higher rate.
- b. Transfer policies
- In what circumstances will transfers take precedence over new admissions?
- Emergencies
 - Underhousing
 - Medical justification
 - Administrative reason determined by the PHA (e.g., to permit modernization work)
- c. Preferences
1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)?
If no, skip to sub-component (5), Occupancy.
2. Which of the following admission preferences does the PHA plan to employ in the coming year (select all that apply from the following two lists)?
- Other preferences:
- Working families and those unable to work because of age or disability
 - Veterans and veterans' families

- Those enrolled currently in educational, training, or upward mobility programs
 - Households that contribute to meeting income goals (broad range of incomes)
3. If the PHA will employ admissions preferences, please prioritize by placing a 1 in the box that represents your first priority, a 2 in the box that represents your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use 1 more than once, 2 more than once, etc.
- ① Date and time
- Other preferences:
- Working families and those unable to work because of age or disability
 - Veterans and veterans' families
 - Those enrolled currently in educational, training, or upward mobility programs
 - Households that contribute to meeting income goals (broad range of incomes)
4. Relationship of preferences to income targeting requirements (select one):
- The PHA applies preferences within income tiers.

(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: Resident manuals
- b. How often must residents notify the PHA of changes in family composition (select all that apply)?
- Any time family composition changes

(6) Deconcentration and Income Mixing

Effective beginning with PHAs with Fiscal year ends of October 2001.

Note: Do not respond to questions listed under sub-component (6) of the template. Instead, the following questions should be answered and included as a required attachment to the template.

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

If yes, list these developments as follows:

Development Name	Number of Units	Explanation (if any) [see step 4 at 903.2(c)(2)(iv)]	Deconcentration policy (if no explanation) [see step 5 at 903.2(c)(1)(v)]

* HUD issued a proposed rule on August 15, 2001, redefining the established income range (EIR). Both the proposed rule and Notice PIH 2001-26 state that if a covered development's average income falls below 30 percent of the area median income, it will be considered within the EIR. Until a final rule is published, HUD field offices will accept, as part of the deconcentration requirement, a PHA's explanation that a covered development is both below the 30 percent area-wide median income level and above the 115% income average for PHA-wide covered developments.

Component 3, (6) Deconcentration and Income Mixing

b. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, see note following.

Note: See Subpart A-Deconcentration of Poverty and Fair Housing, in Part 903 of the code of federal regulations (see HUD References section of this book) for instructions and steps to be followed in preparing information for this subcomponent.

B. Section 8

(1) Eligibility

- a. What is the extent of screening conducted by the PHA (select all that apply)?
- Other (list below): Family and Income Verification
- 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 for screening purposes (either directly or through an NCIC-authorized source)?
- e. What kinds of information does the PHA share with prospective landlords (select all that apply)?
- Other: Family composition and share of rent; landlord required to do his/her own qualifying.

(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
- b. Where can interested persons apply for admission to Section 8 tenant-based assistance (select all that apply)?
- PHA main 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:

A family may request a written request for an extension of the Voucher time period. All requests for extensions must be received prior to the expiration date of the Voucher.

Extensions are permissible at the discretion of the PHA up to a maximum of an additional 60 days primarily for these reasons:

- a. Extenuating circumstances such as hospitalization or a family emergency for an extended period of time, which has affected the family's ability to find a unit within the initial sixty-day period. Verification is required.

- b. The family was prevented from finding a unit due to a disability accessibility requirement or large size four (4) bedroom unit requirement. The search record is part of the required verification.
- c. If the vacancy rate for rental housing in the jurisdiction is less than five (5) percent, extensions will be granted automatically on request up to a total of 60 days.

The PHA extends in one or more increments. Unless approved by the Section 8 Manager, no more than one (1) extension of sixty (60) days or less will be granted and never for a total of more than an additional sixty days.

(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 sub-component (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 the following two lists)?

Former federal preferences:

- Involuntary displacement (reporting of criminal activities in order to avoid reprisals; Witness Protection Programs; victims of Hate Crimes)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is more than 50% of income)

Other preferences:

- 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
- Disabled

3. If the PHA will employ admissions preferences, please prioritize by placing a 1 in the box representing 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.

Other preferences:

- 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

1 Victims of reprisals or hate crimes

1 Other (list below):

- 1. Victims of domestic violence; victims of possible reprisals because the family provided information on criminal activities; families in the Witness Protection Program; victims of hate crimes.
- 1. Disabled persons or families with a disabled member.

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

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

5. If the PHA employs or 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.
- The Authority does not wish to employ this preference

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

- b. How does the PHA announce the availability of any special-purpose Section 8 programs to the public?
- Through published notices
 - Other: Radio announcements

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

(1) Income-Based Rent Policies

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. Which of the following amounts 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 the answer to question 2 is yes, list these policies below:**

c. Rents set at less than 30% of 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 the answer to 1 is yes, list the amounts or percentages and the circumstances under which these will be charged below: The policy has not been set at this time; however, it is the recommendation of staff to the Board of Commissioners to charge less than the current 30%.

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

For increases in earned income

For household heads

For other family members

e. Ceiling rents

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

Yes, but only for some developments, all except FL25-6.

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

All general occupancy developments (not elderly or disabled or elderly only)

3. Which of the following best describe how you arrive at ceiling rents (select all that apply)?

Market comparability study

The “rental value” of the unit

f. Rent redeterminations

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

Any time the family experiences an income increase

g. Yes No: Does the PHA plan to implement individual savings accounts (ISAs) for residents 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

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

Section 8 rent reasonableness study of comparable housing

Survey of similar unassisted units in the neighborhood

B. Section 8 Tenant-Based Assistance

(1) Payment Standards

- a. What is the PHA's payment standard (select the category that best describes your standard)?
 100% of FMR
- 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.
 The standard reflects market or sub-market.
 Other (list below):
- c. If the payment standard is higher than FMR, why has the PHA chosen this level (select all that apply)?
 FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area.
 The standard reflects market or sub-market.
 The PHA aims to increase housing options for families.
 Other (list below):
- d. How often are payment standards reevaluated for adequacy (select one)?
 Annually
- 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

(2) Minimum Rent

- a. Which amount best reflects the PHA's minimum rent (select one)?
 \$0
- 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)]

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.

B. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	255	110
Section 8 Vouchers	280	60
Section 8 Certificates		
Section 8 Mod Rehab		
Special-Purpose Section 8 Certificates/Vouchers (list individually):		
Public Housing Drug Elimination Program (PHDEP)	255	255
Other Federal Programs (list individually):		

C. Management and Maintenance Policies

1. Public Housing Maintenance and Management (list below):
 - 504 Policy
 - Admissions and Continued Occupancy Policy
 - After-hours Emergency Response
 - CGP Guidelines
 - Capital Fund Guidelines
 - Defective Paint Response
 - Dwelling Lease
 - Environmental Protection Agency Strategy for Reducing LBP
 - Grievance Procedures
 - HQS Policy
 - Income Limit Policy
 - Lead Based Paint Test Policy
 - Modernization Standards
 - Monthly Pest Control Service Policy
 - Occupational Safety and Health Standards
 - One Strike and You're Out Policy
 - Pay Scale
 - Personnel Policy
 - Procurement Card Policy
 - Procurement Policy
 - Property Control Procedures
 - Relocation Policy
 - Resident A/C Installation Policy
 - Resident Cable TV Policy
 - Resident Charge Policy
 - Resident Dryer Installation Policy
 - Resident Lawn Equipment Policy
 - Resident Painting Policy
 - Resident Phone Installation Policy
 - Resident Security Alarm Policy
 - Resident Storage Shed Policy
 - Resident Substitute Carpeting Policy
 - Tenant Advisory Board By-Laws
 - Travel Policy
 - Utility Allowance Schedules

2. Section 8 Management (list below):
 - Administrative Plan
 - Family Self-sufficiency Policy
 - Grievance Procedure

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

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

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

A. Capital Fund Activities

(1) Capital Fund Program Annual Statement

Select one:

- The Capital Fund Program Annual Statement is attached to the PHA Plan as Attachment
(state name):

(2) 5-Year Action Plan

Select one:

- The Capital Fund Program 5-Year Action Plan is attached to the PHA Plan as Attachment
(state name):

B. HOPE VI and Public Housing Development and Replacement Activities (Not Capital Fund)

1. Yes No: Has the PHA received a HOPE VI revitalization grant?
If no, skip to question 3. If yes, provide responses to question b for each grant, copying and completing as many times as necessary.
2. Status of HOPE VI revitalization grant (complete one set of questions for each grant):
 - a. Development name:
 - b. Development (project) number:
 - c. 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
3. Yes No: Does the PHA plan to apply for a HOPE VI revitalization grant in the plan year?
If yes, list development name/s below: FL 25-2
4. Yes No: 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: Affordable Housing
5. Yes No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

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

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

[24 CFR Part 903.7 9 (i)]

1. Yes No: Has the PHA designated, has it applied for approval to designate, or does it plan in the upcoming fiscal year to apply for approval to designate any public housing for occupancy by elderly families only, by families with disabilities only, 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)?
If no, skip to component 10. If yes, complete one activity description for each development. (PHAs eligible to complete a streamlined submission 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: Titusville Towers
1b.	Development (project) number: FL 25 – 6
2.	Designation type: <input checked="" type="checkbox"/> Occupancy by elderly families only <input type="checkbox"/> Occupancy by families with disabilities only <input type="checkbox"/> Occupancy by elderly families and families with disabilities
3.	Application status (select one): <input type="checkbox"/> Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4.	Date this designation approved, submitted, or planned for submission (dd/mm/yy):
5.	If approved, this designation will constitute a (select one): <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan
6.	Number of units affected: 120
7.	Coverage of action (select one): <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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. (PHAs eligible to complete a streamlined submission 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 selected, 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%. <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

* Pending revision of the PHA Plan template

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

1. Yes No: Does the PHA administer any homeownership programs 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 does it 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 sub-component 11B. If yes, complete one activity description for each applicable program/plan. (Small and high-performing PHAs eligible to complete a streamlined submission may skip to sub-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	
1a.	Development name:
1b.	Development (project) number:
2.	Federal program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> Section 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the U.S. Housing Act 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. Housing Act of 1937, as implemented by 24 CFR part 982?
If no, skip to component 12. If yes, provide responses to question 2 for each program, copying and completing as many times as necessary.
(High-performing PHAs eligible to complete a streamlined submission 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 is yes, which statement best describes the number of participants (select one)?

- 25 or fewer
 26–50
 51–100
 More than 100

- 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 (1)]

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements
 Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target 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)

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 (select all that apply)?
 - Public housing rent determination policies
 - Public housing admissions policies
 - Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA

- 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 no, skip to sub-component (2), Family Self-Sufficiency Programs. If yes, complete the following table. (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)

(2) Family Self-Sufficiency Program/s

a. Participation description

Family Self-Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 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 training 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

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)]

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
 - People on waiting list unwilling to move into one or more developments owing to perceived and/or actual levels of violent and/or drug-related crime

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

3. Which developments are most affected? All developments

B. Crime and Drug Prevention Activities the PHA Has Undertaken or Plans to Undertake in the Next PHA Fiscal Year

1. What crime prevention activities has the PHA undertaken or does it plan to undertake (select all that apply)?
 - Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
 - Activities targeted to at-risk youth, adults, or seniors
 - Volunteer Resident Patrol/Block Watchers Program
 - Other: Fencing and Security Cameras

2. Which developments are most affected? All except FL25 - 6

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 are involved 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.
 - PHA has an agreement with local law enforcement agency for provision of above-baseline law enforcement services.

2. Which developments are most affected?
All developments are affected, an authority-wide program

D. Additional Information as Required by PHDEP/PHDEP Plan

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
- Yes No: This PHDEP Plan is Attachment (Attachment PHDEP Plan):

14. Reserved for Pet Policy

[24 CFR Part 903.7 9 (n)]

This Chapter explains the PHA's policies on the keeping of pets and any criteria or standards pertaining to the policy. The rules adopted are reasonably related to the legitimate interest of this PHA 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 PHA.

ANIMALS THAT ASSIST PERSONS WITH DISABILITIES

Pet rules will not be applied to animals that assist persons with disabilities. To be excluded from the pet policy, the resident/pet owner must certify:

- That there is a person with disabilities in the household;
- That the animal has been trained to assist with the specified disability.

A. MANAGEMENT APPROVAL OF PETS

All pets must be approved in advance by the PHA management.

The pet owner must submit and enter into a Pet Agreement with the PHA.

Registration of Pets

Pets must be registered with the PHA before they are brought onto the premises. Registration includes:

- Certificate signed by a licensed veterinarian or State/local authority that the pet has received all inoculations required by State or local law, and that the pet has no communicable disease(s) and is pest-free.

Dogs and cats must be spayed or neutered.

Current license for the pet in compliance with local ordinances and requirements.

Execution of a Pet Agreement with the PHA stating that the tenant acknowledges complete responsibility for the care and cleaning of the pet.

Registration must be renewed and will be coordinated with the annual recertification date.

Approval for the keeping of a pet shall not be extended pending the completion of these requirements.

Refusal To Register Pets

The PHA may not refuse to register a pet based on the determination that the pet owner is financially unable to care for the pet. If the PHA refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and shall be served in accordance with HUD Notice requirements.

The PHA will refuse to register a pet if:

The pet is not a *common household pet* as defined in this policy;

Keeping the pet would violate any House Pet Rules;

The pet owner fails to provide complete pet registration information, or fails to update the registration annually;

The PHA reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with provisions of the lease.

The notice of refusal may be combined with a notice of a pet violation.

A resident who cares for another resident's pet must notify the PHA and agree to abide by all of the pet rules in writing.

B. STANDARDS FOR PETS

If an approved pet gives birth to a litter, the resident must remove all pets from the premises except one.

Pet rules will not be applied to animals who assist persons with disabilities.

Persons With Disabilities

To be excluded from the pet policy, the resident/pet owner must certify:

That there is a person with disabilities in the household;

That the animal has been trained to assist with the specified disability; and

That the animal actually assists the person with the disability.

Types of Pets Allowed

No types of pets other than the following may be kept by a resident.

Tenants are not permitted to have more than one *type* of pet.

1. Dogs

Maximum number: (1)

Maximum adult weight: 25 pounds

Must be housebroken

Must be spayed or neutered

Must have all required inoculations

Must be licensed as specified now or in the future by State law and local ordinance

2. Cats

Maximum number (1)

Must be declawed

Must be spayed or neutered

Must have all required inoculations

Must be trained to use a litter box or other waste receptacle

Must be licensed as specified now or in the future by State law or local ordinance

3. Birds

Maximum number (2)

Must be enclosed in a cage at all times

4. Fish

Maximum aquarium size (20 gallons)

Must be maintained on an approved stand

5. Rodents (Rabbit , guinea pig, hamster, or gerbil ONLY)

Maximum number (1)

*** Must be enclosed in an acceptable cage at all times**

*** Must have any or all inoculations as specified now or in the future by State law or local ordinance**

6. Turtles

Maximum number (1)

*** Must be enclosed in an acceptable cage or container at all times.**

C. PETS TEMPORARILY ON THE PREMISES

Pets which are not owned by a tenant will not be allowed.

Residents are prohibited from feeding or harboring stray animals.

This rule excludes visiting pet programs sponsored by a humane society or other nonprofit organization and approved by the PHA.

State or local laws governing pets temporarily in dwelling accommodations shall prevail.

D. ADDITIONAL FEES AND DEPOSITS FOR PETS

The resident/pet owner shall be required to pay a refundable deposit of \$300.00 for the purpose of defraying all reasonable costs directly attributable to the presence of a dog or cat.

An initial payment of \$150.00 on or prior to the date the pet is properly registered and brought into the apartment, and;

Monthly payments in an amount no less than \$50.00 the specified deposit has been paid.

The PHA reserves the right to change or increase the required deposit by amendment to these rules.

E. ALTERATIONS TO THE UNIT

Residents/pet owners shall not alter their unit, patio, premises or common areas to create an enclosure for any animal. Installation of pet doors is prohibited.

F. PET WASTE REMOVAL CHARGE

A separate pet waste removal charge of \$25.00 per occurrence will be assessed against the resident for violations of the pet policy.

Pet deposit and pet waste removal charges are not part of rent payable by the resident.

All reasonable expenses incurred by the PHA as the result of damages directly attributable to the presence of the pet will be the responsibility of the resident, including:

**The cost of repairs and replacements to the dwelling unit;
Fumigation of the dwelling unit.**

If the tenant is in occupancy when such costs occur, the tenant shall be billed for such costs as a current charge.

If such expenses occur as the result of a move-out inspection, they will be deducted from the pet deposit. The resident will be billed for any amount that exceeds the pet deposit.

The expense of flea deinfestation shall be the responsibility of the resident.

G. PET AREA RESTRICTIONS

Pets must be maintained within the resident's unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash or carried and under the control of the resident or other responsible individual at all times.

Pets are not permitted in common areas including lobbies, community rooms and laundry areas except for those common areas which are entrances to and exits from the building.

An area of the development grounds has been designated as the area in which to exercise animals and to permit dogs to relieve themselves of bodily wastes. This area includes the Titusville Towers dog walk area.

Residents/Pet Owners are not permitted to exercise pets or permit pets to deposit waste on project premises outside of the areas designated for such purposes.

H. NOISE

Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises. This includes, but is not limited to loud or continuous barking, howling, whining, biting, scratching, chirping, or other such activities.

I. CLEANLINESS REQUIREMENTS

Litter Box Requirements. All animal waste or the litter from litter boxes shall be picked up immediately by the pet owner, disposed of in sealed plastic trash bags, and placed in a trash bin.

Litter shall not be disposed of by being flushed through a toilet.

Litter boxes shall be stored inside the resident's dwelling unit.

Removal of Waste From Other Locations. The Resident/Pet Owner shall be responsible for the removal of waste from the exercise area by placing it in a sealed plastic bag and disposing of it in an outside trash bin.

Any unit occupied by a dog, cat, or rodent will be fumigated at the time the unit is vacated.

The resident/pet owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.

J. PET CARE

No pet (excluding fish) shall be left unattended in any apartment for a period in excess of 24 hours.

All residents/pet owners shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet.

Residents/pet owners must recognize that other residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals. Pet owners must agree to exercise courtesy with respect to other residents.

K. RESPONSIBLE PARTIES

The resident/pet owner 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.

L. INSPECTIONS

The PHA may, after reasonable notice to the tenant during reasonable hours, enter and inspect the premises, in addition to other inspections allowed.

M. PET RULE VIOLATION NOTICE

If a determination is made on objective facts supported by written statements, that a resident/pet owner has violated the Pet Rule Policy, written notice will be served.

The Notice will contain a brief statement of the factual basis for the determination and the pet rule(s) which were violated. The notice will also state:

That the resident/pet owner has **7 business/calendar days** from the effective date of the service of notice to correct the violation or make written request for a meeting to discuss the violation;

That the resident pet owner is entitled to be accompanied by another person of his or her choice at the meeting; and

That the resident/pet owner's failure to correct the violation, request a meeting, or appear at a requested meeting may result in initiation of procedures to terminate the pet owner's

tenancy.

If the pet owner requests a meeting within the 7 **calendar/business day period, the meeting will be scheduled no later than 5 calendar days before the effective date of service of the notice, unless the pet owner agrees to a later date in writing.**

N. NOTICE FOR PET REMOVAL

If the resident/pet owner and the PHA are unable to resolve the violation at the meeting or the pet owner fails to correct the violation in the time period allotted by the PHA, the PHA may serve notice to remove the pet.

The Notice shall contain:

A brief statement of the factual basis for the PHA's determination of the Pet Rule that has been violated;

The requirement that the resident /pet owner must remove the pet within **ten (10) **calendar/business**** days of the notice; and

A statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

O. TERMINATION OF TENANCY

The PHA may initiate procedures for termination of tenancy based on a pet rule violation if:

The pet owner has failed to remove the pet or correct a pet rule violation within the time period specified; and

The pet rule violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

P. PET REMOVAL

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 owner unable to care for the pet, (includes pets who are poorly cared for or have been left unattended for over 24 hours), the situation will be reported to the responsible party designated by the resident/pet owner.

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

***If the pet is removed as a result of any aggressive act on the part of the pet, the pet will not be allowed back on the premises.**

Q. EMERGENCIES

The PHA 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 or local entity authorized to remove such animals.

***If it is necessary for the PHA to place the pet in a shelter facility, the cost will be the responsibility of the tenant/pet owner.**

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under Section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
If no, skip to component 17.
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain (state number)?
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If no, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have not been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake (select all that apply)?
 Private management
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?
If no, skip to sub-component B. If yes, continue to questions 2 and 3.
2. The comments from the Resident Advisory Board/s are (the PHA **must** select one):
 Attached as (provide file name here):
 Provided below:
3. In what manner did the PHA address the comments from the Resident Advisory Board/s (select all that apply)?
 Considered comments, but determined that no changes to the PHA Plan were necessary
 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 in Section 2(b)(2) of the U.S. Housing Act of 1937?
If yes, skip to sub-component C. If no, continue to question 2. (This question missing from previous plan.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents?
If no, skip to sub-component C. If yes, continue to question 3.
3. Description of resident election process
 - a. Nomination of candidates for place on the ballot (select all that apply):
 - 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: Resident participation has been poor and difficult to maintain. As incidents arise, tenants become more involved; as problems subside, resident participation is minimal. We actively solicit membership throughout the year, asking for volunteers as necessary. The original Board was elected by the residents; however, lately participation has been so poor, staff has accepted volunteers to the Board.

- b. Eligible candidates (select one):
 - Any adult recipient of PHA assistance

- c. Eligible voters (select all that apply):
 - Representatives of all PHA resident and assisted family organizations

C. Statement of Consistency with the Consolidated Plan

- 1. Consolidated Plan jurisdiction: Brevard County

- 2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction (select all that apply):
 - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan, (e.g. development of affordable housing projects; increase in housing opportunities for the elderly).

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

D. Other Information Required by HUD

Attachments

J. DECONCENTRATION OF POVERTY AND INCOME-MIXING

The PHA's admission policy is designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Nothing in the deconcentration policy relieves the PHA of the obligation to meet the income targeting requirement.

Gross annual income is used for income limits at admission and for income-mixing purposes.

Deconcentration and Income-Mixing Goals

The PHA's deconcentration and income-mixing goal, in conjunction with the requirement to target at least 40 percent of new admissions to public housing in each fiscal year to "extremely low-income families", will be to admit families above the PHA's Established Income Range (EIR) to developments below the EIR, and families below the PHA's EIR to developments above the EIR.

Deconcentration applies to transfer families as well as applicant families.

Deconcentration Applicability

The PHA has covered developments (general occupancy, family developments) subject to the deconcentration requirement. These covered developments are described in the PHA Plan.

Project Designation Methodology

Annually, the PHA will determine on an annual basis the average income of all families residing in general occupancy developments

The PHA will then determine the average income of all families residing in each general occupancy development.

The PHA will then determine whether each general occupancy development falls above, within or below the Established Income Range (EIR).

The EIR is 85 percent to 115 percent (inclusive of 85 percent and 115 percent) of the PHA-wide average income for general occupancy developments.

The PHA will then determine whether or not developments outside the EIR are consistent with local goals and strategies in the PHA Plan. Any deconcentration policy as needed is described in the PHA Plan.

Deconcentration Policy

If, at annual review, the average incomes at all general occupancy developments are within the Established Income Range, the PHA will be considered to be in compliance with the deconcentration requirement.

The PHA shall adhere to the following policies for deconcentration of poverty and income mixing in applicable developments:

Skipping a family on the waiting list to reach another family in an effort to further the goals of the PHA's deconcentration policy:

If a unit becomes available at a development below the EIR, the first eligible family on the waiting list with income above the EIR will be offered the unit. If that family refuses the unit, the next eligible family on the waiting list with income above the EIR will be offered the unit. The process will continue in this order. For the available unit at the development below the EIR, if there is no family on the waiting list with income above the EIR, or no family with income above the EIR accepts the offer, then the unit will be offered to the first eligible family on the waiting list in preference order regardless of income.

If a unit becomes available at a development above the EIR, the first eligible family on the waiting list with income below the EIR will be offered the unit. If that family refuses the unit, the next eligible family on the waiting list with income below the EIR will be offered the unit. The process will continue in this order. For the available unit at the development above the EIR, if there is no family on the waiting list with income below the EIR, or no family with income below the EIR accepts the offer, then the unit will be offered to the first eligible family on the waiting list in preference order regardless of income.

Skipping of families for deconcentration purposes will be applied uniformly to all families.

A family has the sole discretion whether to accept an offer of a unit made under the PHA's deconcentration policy. The PHA shall not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the PHA's deconcentration policy. However, the PHA shall uniformly limit the number of offers received by applicants, described in this Chapter.

Deconcentration Compliance

If, at annual review, the average incomes at all general occupancy developments are within the Established Income Range, the PHA will be considered to be in compliance with the deconcentration requirement.

PHA Procedures for Notification to Families of Hardship Exemptions

The PHA will notify all participant families subject to a minimum rent of their right to request a minimum rent hardship exemption under the law.

The Housing Management Staff will document in the family's file that the family has been notified of their right to request a minimum rent hardship exemption.

The PHA notification will advise the family that hardship exemption determinations are subject to PHA grievance procedures.

The PHA will review all tenant requests for exemption from the minimum rent due to financial hardships.

All requests for minimum rent exemption are required to be in writing.

Requests for minimum rent exemption must state the family circumstances that qualify the family for an exemption.

Exemptions to Minimum Rent

The PHA will immediately grant the minimum rent exemption to all families who request it.

The Minimum Rent will be suspended until the PHA determines whether the hardship is:

Covered by statute

Temporary or long term

If the PHA determines that the minimum rent is not covered by statute, the PHA will impose a minimum rent including payment for minimum rent from the time of suspension.

The PHA will use its standard verification procedures to verify circumstances that have resulted in financial hardship, such as loss of employment, death in the family, etc.

HUD Criteria for Hardship Exemption

In order for a family to qualify for a hardship exemption the family's circumstances must fall into one of the following criteria:

The family has lost eligibility or is awaiting an eligibility determination for Federal, State, or local assistance;

The family would be evicted as a result of the imposition of the minimum rent requirement;

The income of the family has decreased because of changed circumstances, including:

Loss of employment

Death in the family

Other circumstances as determined by the PHA or HUD

PHA Policy Regarding Hardship Exemption

For purposes of providing the hardship exemption to minimum rent in a fair and consistent manner, the PHA has established policy regarding the above-mentioned HUD criteria.

"Loss of employment" is:

defined as being laid off or terminated through no fault of the employee. Loss of employment does not, for the purposes of exemption to minimum rent, include voluntarily quitting employment.

Financial Hardship Exemption Only Applies to Waiving the Minimum TTP

The financial hardship exemption only applies to the payment of minimum rent (minimum TTP). The exemption does not apply to the other elements used to calculate the Total Tenant Payment. When the family is granted the financial hardship exemption, the family's TTP shall be the greater of:

30 percent of monthly adjusted income

10 percent of monthly income

Temporary Hardship

If the PHA determines that the hardship is temporary (less than 90 days), a minimum rent will be imposed, including back payment from time of suspension, but the family will not be evicted for nonpayment of rent during the 90 day period commencing on the date of the family's request for exemption.

Repayment Agreements for Temporary Hardship

The PHA will offer a repayment agreement to the family for any such rent not paid during the temporary hardship period.

Minimum rent arrears that are less than \$150.00 will be required to be paid in full the first month following the end of the minimum rent period.

The minimum monthly amount for a repayment agreement incurred for minimum rent arrears is \$75.00.

The PHA will not enter into a repayment agreement that will take more than 12 months to pay off.

If the family goes into default on the repayment agreement for back rent incurred during a minimum rent period, the PHA will reevaluate the family's ability to pay the increased rent amount and:

Determine whether the family has the means to meet the obligation and, if so determined, initiate eviction proceedings for nonpayment of rent; or

The PHA's policies regarding repayment agreements are further discussed in the chapter entitled "Family Debts to the PHA."

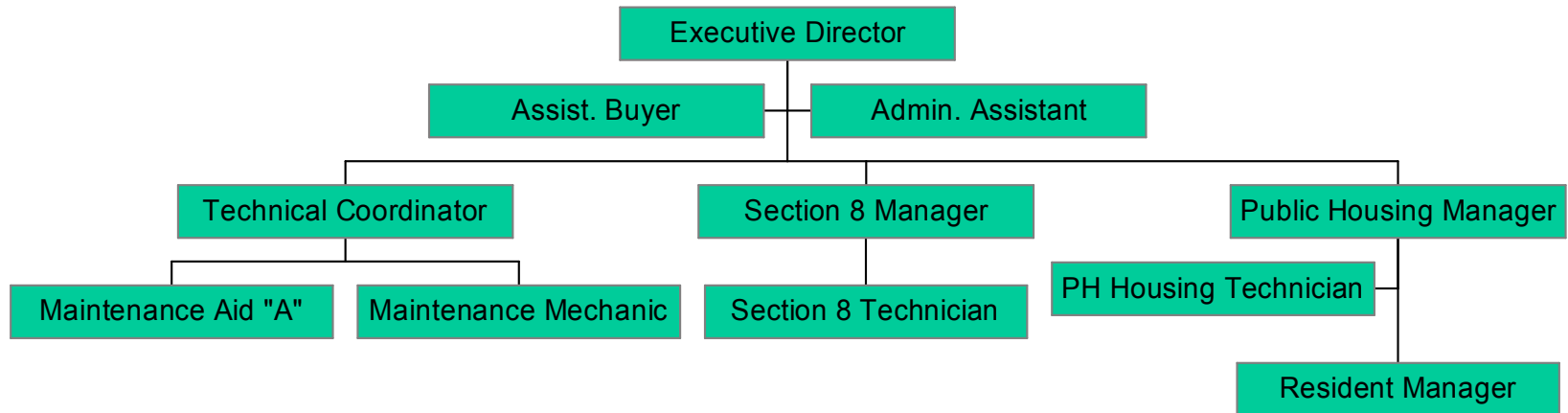
Retroactive Determination

The PHA will reimburse the family for minimum rent charges that took effect after October 21, 1998 that qualified for one of the mandatory exemptions.

If the family is owed a retroactive payment, the PHA will offer the family a choice of either a cash refund or a credit towards their rent

The PHA will not provide a cash refund for amounts owed to the family which are less than \$5.00.

TITUSVILLE HOUSING AUTHORITY



PHDEP Grants Profile 269A Page
SEMAP
Drug Elimination Reporting

Field Office HA: FL025 TITUSVILLE
Form 269a
Grant Number: FL14DEP0250100 Report
Status: Submitted
Reporting Period: 12/31/2001
Section Status: Submitted

Financial Status Report OMB Approval No.
(Short Form) 0348-0039

1. Federal Agency and Organizational Element to Which Report is Submitted:
4DPH MIAMI HUB OFFICE
2. Federal Grant or Other Identifying Number Assigned by Federal Agency:
FL14DEP0250100
3. Recipient Organization FL025 TITUSVILLE
4. Employee Identification Number Not Available
5. Recipient Account Number Identification Number: Not Available
6. Final Report: No
7. Basis: Cash
8. Funding/Grant Period: From:11/06/2000 To: Not Available
9. Period Covered by this report: From:07/01/2001 To:12/31/2001

Transactions I	Prev. Reported II	This Period III	Cumulative
a. Total Outlays	\$8607.50	\$11105.50	\$19713.00
b. Recipient			
Share of Outlays	\$ 0.00	\$ 0.00	\$0.00
c. Federal			
Share of Outlays	\$8607.50	\$11105.50	\$19713.00
(line a minus line b)			
d. Total Unliquidated Obligations			\$38739.00
e. Recipient Share of Unliquidated Obligations			\$0.00
f. Federal Share of Unliquidated Obligations			\$38739.00
(line d minus line e)			
g. Total Federal Shares (sum of lines c and f)			\$58452.00
h. Total Federal Funds Authorized for this Funding Period			\$58452.00
i. Unobligated Balance of Federal Funds (line h minus line g)			\$0.00
11. Indirect Expense:			
a. Type of rate:	Provisional		
b. Rate:	Not Available		
c. Total Amount:	Not Available		
d. Base:	Not Available		
e. Federal Share:	Not Available		

12. Remarks:

Signature of Authorized Certifying Official
Submitted By Donna L. Scott Telephone: (321) 267-4204 Extn: 205
Date Report Submitted 03/06/2002



Equal Housing Equal Employment
**HOUSING AUTHORITY
OF THE CITY OF TITUSVILLE**

524 South Hopkins Avenue, Titusville, Florida 32796 Phone (321) 267-4204
Fax: (321) 267-5631; Webpage: hactv.com

Executive Director
Robert J. Lambert

COMMISSIONERS
David Allender
Joan Gray
Billie N. Fitzgerald
Melinda Kenyon-Hull
Fletcher Portlock
Laura M. Ward
Shirley R. Watson

October 4, 2001

Karen Cato-Turner, Director
U.S. Department of Housing And Urban Development
Florida State Office, Southeast/Caribbean
909 SE First Avenue, Room 500
Miami, FL 33131-3028

RE: Initial Assessment and Certification for Voluntary Conversion of PH Developments

Below are the results of our initial assessment of the developments under the City of Titusville Housing Authority's current portfolio:

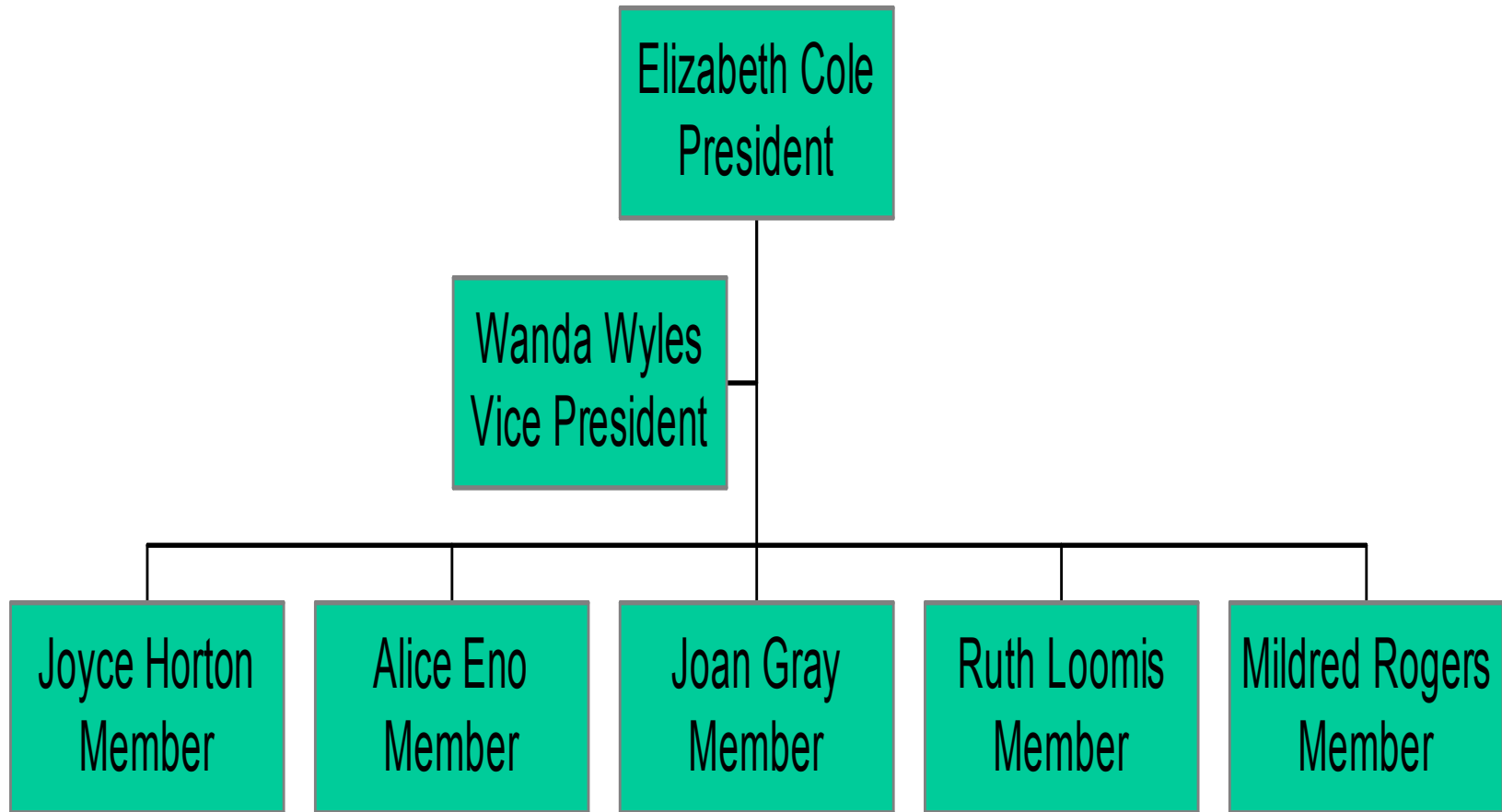
- A. How many of the PHA's developments are subject to the Required Initial Assessments?**
The following six developments are subject to the initial assessment requirement:
FL25 -1, FL25 - 2, FL25 - 3, FL25 - 4, FL25 - 5A, FL25 -5B
- B. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?**
Titusville Towers (FL25 - 6) is not a general occupancy development but serves the needs of the elderly and disabled and is not subject to the initial assessment.
- C. How many Assessments were conducted for the PHA's covered developments?**
The Authority conducted one assessment per development and an overall assessment of all appropriate developments resulting in one finding.
- D. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:**
None.

The Housing Authority of the City of Titusville has a waiting list showing a wait time for public housing assistance ranging from 6 - 18 months. A recent advertisement announcing the availability of 56 vouchers, awarded under the "Fair Share" allocation, resulted in over 500 people showing up to make application. Many stated they had waited since 2:00 a. m.

All things considered, conversion would be considered more expensive, would not benefit the residents of public housing, and would adversely affect the availability of affordable housing. This statement of finding will be contained in the filing of our next Annual Plan.

TITUSVILLE HOUSING AUTHORITY

Resident Advisory Board





Equal Housing

Equal Employment

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CERTIFICATION

This is to certify that the Housing Authority of the City of Titusville has had a Resident of the Housing Authority as a member of the Board of Commissioners for over a decade. The current Resident Commissioner is Joan Gray, a resident of FL 25-6

R. J. Lambert
Executive Director



Equal Housing

Equal Employment

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STATEMENT OF ANNUAL PLAN COMPLIANCE

The Housing Authority of the City of Titusville has been in compliance with previous year's Annual and Five Year Plans by the following accomplishments:

- A. Timely completion of modernization of FL25-6 accompanied with timely expenditures of Capital Grant funding.
- B. The hiring of a financial consultant and a buyer's agent to assist the Authority in locating and financing acceptable properties to include in the Authority's Affordable Housing Program.
- C. The hiring of an assisted living consultant to conduct feasibility studies of the Authority's elderly high rise building to ascertain the inclusion of an assisted living program on Authority property.
- D. Timely submission of applications for additional Section 8 Housing Choice vouchers.
- E. Timely submission of a Hope VI grant application.
- F. Compliance with Capital Funding reporting
- G. Submission and award of a \$350,000 SHIP grant from Brevard County to assist the Authority in the modernization of FL25-6 to meet Florida guidelines to include an assisted living element at this location.
- H. Meeting SEMAP goals for Section 8 lease-up activities.