

U.S.DepartmentofHousingandUrbanDevelopment  
OfficeofPublicandIndianHousing

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# PHAPlans

## AnnualPlanforFiscalYear2002

**TheHousingAuthorityoftheCityofEastPoint**

**EastPoint,Georgia**

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

## PHA Plan Agency Identification

**PHAName:** TheHousingAuthorityoftheCityofEastPoint

**PHANumber:** GA078

**PHAFiscalYearBeginning:** 10/2002

### 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
- Resident Council Office

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

- Main business office of the PHA
- PHA development management offices
- Resident Council Office

**AnnualPHAPlan**  
**PHAFiscalYear2002**  
[24CFRPart903.7]

**i. AnnualPlanType:**

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

**StandardPlan**

**StreamlinedPlan:**

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

**TroubledAgencyPlan**

**ii. ExecutiveSummaryoftheAnnualPHAPlan**

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajor initiativesanddiscretionarypoliciessthePHAhasincludedintheAnnualPlan.

**TheEastPointHousingAuthority(EPHA) underthedirectionofnewleadership, willbefocusingonactivitiesdesignedtocontinuetoincreasethenumberand qualityofaffordablehousingunitsavailabletolowincomefamilies.These directiveswillbeaccomplishedbyimprovingmaintenanceand management operations,reducingoverheadcosts,andacceleratingthescheduleofredevelopment activities.SpecificrevitalizationstrategiesforFY2002include(1)eliminatingthe efficiencyunitsintheseniorhigh -rise(NelmsHouse)astheyaredifficu lttomarket and(2)convertingMartelHomesintoamixed -incomeSection8propertythereby, creatingacomunityofrentalunitsandhomeownershipinitiatives.TheEPHA planstocontinuetoimprovethe deliveryofservicestoallresidentsandthefa milies onthewaitinglist.Theprimarygoaloftheseinitiativeswillbetomaximize strategiesgearedtowardresidentself -sufficiencycombinedwithaffordablehousing.**

**Acomprehensivehomeownershipdevelopmentventurehasbeenimplementedby focusingontheleveragingofpublicandprivatepartnerships.Thisstrategy increasestheaffordabilityquotientforresidentsoftheAgency.Aresidentmobility planisbeinginitiatedwhichwillincludehomeownershiptrainingandtargeting residentstoutilizeHousingChoiceVoucheropportunities.**

**Managementinitiativeswillincludecomprehensivetrainingseminarsdesignedtoprovide staffwiththeadditionalsupportneededforservicedelivery.TheHousingAuthoritywill alsostrivetoincreasetheutilizationandavailabilityofsupportiveservices throughaviableFSSPlan.Thistypeofserviceproliferationwillcontinuetoimprovethe self-sufficiencyofHousingAuthorityresidents.**

In FY2002, the EPHA will continue to strengthen the existing resident non-profit. Through the creation of resident businesses and employment opportunities, the housing and service delivery options to residents will be improved. The Nelms House Resident Council will be provided with continued opportunities for entrepreneurship and employability skills through the implementation of the ROSS Grant with the ultimate goal targeting the initiation of a contract between the Agency and the Resident Council.

The EPHA will continue to implement a comprehensive screening program in which residents will contribute to the "decision making" as partners in the selection process. Concentrated law enforcement efforts, including a non-site substation, have improved the community policing initiatives available to the Agency.

The EPHA has achieved the objectives established for FY2001. On a monthly basis the Board of Commissioners is provided with a summary highlighting goal and objectives accomplished. It is the intent of the Agency to "move ahead" with the goals established in the Five Year Plan and to continue the momentum. All objectives and strategies established for FY2002 are consistent with the original Five-Year Plan (2000 - 2004) as they are a continuation of efforts and resources.

Continuing to target the Deconcentration of poverty within the city of East Point is a priority of the new administration to include, establishing a plethora of affordable housing opportunities. It is the intent of the East Point Housing Authority to upgrade the agency to status of "high performer" through effective implementation of goals and "visionary" planning.

### **iii. Annual Plan Table of Contents**

[24CFR Part 903.79(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:**

- ga078a02 (Attachment A) Capital Fund Program 5 - Year Plan for Modernization
- ga078b02 (Attachment B) FY -2002 Capital Fund Program Annual Statement
- ga078c02 (Attachment C) Annual Statement Performance and Evaluation Reports FY 1999, FY 2000, FY 2001
- ga078d02 (Attachment D) Deconcentration and Income Mixing Certification and Deconcentration Plan
- ga078e02 (Attachment E) Recommendations Resident Advisory Board

## 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 filename in parentheses in the space to the right of the title.

### Required Attachments:

- FY2002 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)
- Deconcentration and Income Mixing

### Optional Attachments:

- FY2002 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)

## 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 Certification 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 include 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 include the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Housing Choice Voucher Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation:	Annual Plan: Eligibility, Selection, and Admissions

**List of Supporting Documents Available for Review**

<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	1. PHA board certification 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	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 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 Housing Choice Voucher 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
X	Housing Choice Voucher 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
N/	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
NA	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the	Annual Plan: Conversion of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	1996 HUD Appropriations Act	
NA	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: 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 result of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	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 903.79(a)]

The East Point Housing Authority has reviewed the Consolidated Plan of the Jurisdiction/East Point, Georgia 1995 - 2015, and all information included in the Housing Authority Five - Year Plan and FY 2002 Annual Summary are consistent with the goals and objectives of the referenced document.

### **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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ability</b>	<b>Size</b>	<b>Location</b>



<b>Housing Needsof FamiliesintheJurisdiction byFamilyType</b>							
FamilyType	Overall	Afford- ability	Supply	Quality	Access- ability	Size	Locatio n
Income<=30% ofAMI	28,814	5	3	3	3	2	2
Income>30%but <=50%ofAMI	8,437	5	3	3	3	2	2
Income>50%but <80%ofAMI	2,344	4	3	3	3	2	2
Elderly	12,945	4	2	4	4	1	4
Familieswith Disabilities	NA	NA	NA	NA	NA	NA	NA
White	6,376	3	2	3	4	3	4
Black NonHispanic	30,949	4	2	2	2	2	4
Hispanic	2,998	4	2	2	3	2	3

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: East Point, Georgia  
Indicate year: 1995 -2005.
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset: from Aspen Systems on the HUD website.
- HUD Income Limits for East Point, Georgia effective 10/1/01

**B. Housing Needsof FamiliesonthePublicHousingandSection8Tenant  
BasedAssistanceWaitingLists**

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)

- Section 8 tenant-based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	421		52%
Extremely low income <= 30% AMI	416	99	
Very low income (>30% but <=50% AMI)	5	1	
Low income (>50% but <80% AMI)	0	0	
Families with children	311	74	
Elderly families	14	3	
Families with Disabilities	2	0	
Black	419	100	
White	2	0	

Characteristics by Bedroom Size (Public Housing Only)

0BR	3	0	
1BR	107	25	
2BR	164	27	
3BR	103	24	
4BR	35	8	
5BR	8	2	
5+BR	0	0	

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

If yes:

How long has it been closed (# of months)? 6 months

Does the PHA expect to re-open the list in the PHA Plan year?  No  Yes

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

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant -based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 Public Housing Site -Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	30		10%
Extremely low income <= 30% AMI	23	77	
Very low income (>30% but <=50% AMI)	7	23	
Low income (>50% but <80% AMI)	0	0	
Families with children	21	87	
Elderly families	1	3	
Families with Disabilities	2	7	
Black	30	100	
White	3	0	

Characteristics by Bedroom Size (Public Housing Only)

1BR	5		
2BR	18		
3BR	17		
4BR	4		
5BR			

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

If yes:

How long has it been closed (# of months)? 37

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

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

### C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA'sstrategyforaddressingthehousingneedsoffamilies inthejurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR** ,andtheAgency's reasonsforchoosingthisstrategy.

Intheupcomingyear,the EastPointHousingAuthoritywillbedirectingitseffortsto maximizingthenumberofaffordableunitsavailabletotheAgencyby(1)reducingthe numberofvacancies,(2)reducingtheturnaroundtimefor vacancies,(3)marketingtogroups underrepresentedonthewaitinglistincomparisonstotheavailabilityofunits,and(4) utilizingallavailableHousingChoiceVouchers.TheEastPointHousingAuthoritywill alsoaggressivelypursuehomeownershipopportunitiesforresidentsthroughthe establishmentofpartnershipswithpublicandprivateenterprise.Thecomponentsofthis strategyweredevelopedinconsultationwiththeresidentcouncil,andotherpublicand privatenon-profitousingagenciesandreflectstheHousingAuthority'smissionofutilizing allavailableresourcesasefficientlyaspossibletocomplishitsoverallmission.

#### (1)Strategies

##### **Need:Shortageofaffordablehousingforalleligiblepopulations**

##### **Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithin its currentresourcesby:**

Selectallthatapply

- Employeffectivemaintenanceandmanagementpolicies tominimizethenumberof publichousingunitsoff -line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- MaintainorincreaseSection8lease -upratesbyestablishingpaymentstandards that willenablefamielstorentthroughoutthejurisdiction
- Undertakemeasures to ensureaccesstoaffordablehousingamongfamiliesassisted bythePHA,regardlessofunitsizerequired
- MaintainorincreaseSection8lease -upratesbyeffectivelyscreeningSection8 applicantstoincreaseowneracceptanceofprogram
- ParticipateintheConsolidatedPlandevelopmentprocesstoensurecoordinationwith broadercommunitystrategies

##### **Strategy2:Increasethenumberofaffordablehousingunitsby:**

Selectallthatapply

- Applyforadditi onalsection8unitsshouldtheybecomeavailable
- Leverageaffordablehousingresourcesinthecommunitythroughthecreationof mixed -financehousing
- PursuehousingresourcesotherthanpublichousingorSection8te nant-based assistance.

##### **Need:SpecificFamilyTypes:Familiesatorbelow30%ofmedian**

**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
- Employment admissions preferences aimed at families with economic hardships
- Adopt 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**

Select all that apply

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

**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 voucher targeted to the elderly, should they become available

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Affirmatively market 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:**

Select if applicable

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

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

Select all that apply

- Counsel section 8 tenants to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty/minority concentrations

**Other 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

### Statement of Financial Resources

[24CFR Part 903.79(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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2002 grants)</b>	<b>3,690,854</b>	
a) Public Housing Operating Fund	1,164,798	
b) Public Housing Capital Fund	841,145	
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,684,911	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-0-	
g) Resident Opportunity and Self - Sufficiency Grants	-0-	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below) the EPHA has no unobligated funds for any of the grant years.</b>	<b>0</b>	
<b>3. Public Housing Dwelling Rental Income</b>	<b>607,421</b>	PH Operations
<b>4. Other income (list below)</b>	<b>42,300</b>	PH Operations
Interest on investments	25,000	
Other (Excess Utilities, Maintenance Charges)	17,300	
<b>5. Non -federal sources (list below)</b>		
<b>Total resources</b>	<b>4,340,575</b>	

### **3.PHAPoliciesGoverningEligibility,Selection,andAdmissi ons**

[24CFRPart903.79(c)]

#### **A.PublicHousing**

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredtocomplete subcomponent3A.

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

a. WhendoesthePHAverifyeligibilityforadmissiontopublichousing?(selectall that apply)

Other:(describe):verifyattimeofapplication

b. Whichnon -income(screening)factorsdoesthePHAusetoestablisheligibilityfor admissiontopublichousing(selectallthatapply)?

- CriminalorDrug -relatedactivity
- Rentalhistory
- Housekeeping
- CreditHistory
- VerityofApplication
- Abilitytocomprehendandunderstandthelease
- Successfulcompletio nofpre -occupancytraining

c.  Yes  No:DoesthePHArequestcriminalrecordsfromlocallawenforcement agenciesforscreeningpurposes?

d.  Yes  No:DoesthePHArequestcrimina lrecordsfromStatelawenforcement agenciesforscreeningpurposes?

e.  Yes  No:DoesthePHAaccessFBIcriminalrecordsfromtheFBIforscreening purposes?(eitherdirectlyorthroughanNCIC -authorizedsource)

#### **(2)WaitingListOrganization**

a. WhichmethodsdoesthePHAplantousestoorganizeitstopublichousingwaitinglist(select allthatapply)

- Community-widelist
- Sub-jurisdictionallists
- Site-basedwaiting lists
- Other(describe)

b. Wheremayinterestedpersonsapplyforadmissiontopublichousing?

- PHAmainadministrativeoffice
- PHAdevelopmentssitemanagementoffice



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

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

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

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

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

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

**(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom 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 transfer take precedence over new admissions? (list below)

- Emergencies
- Overhoused

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

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 points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

(1) Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

- At an annual reexamination and lease renewal
- Anytime family composition changes
- At family request for revision
- Other (list)

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing? **A thorough PHA analysis was conducted in June 2002 and indicated Washington Carver Homes average monthly income is below 85% and the average monthly income of O.J.Hurd is above 115% of the average incomes of all developments. SEE ATTACHMENT D**

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 development targeted below)

c.  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) Applicants with higher incomes will be offered Washington Carver Homes and those with the lower incomes will be offered O.J.Hurd.

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:

**Washington Carver Homes**

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:

**O.J.Hurd**

## **B. Section 8**

Exemptions: PHA that do not administer section 8 are not required to complete sub - component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Eligibility**

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

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

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

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

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

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

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

The EPHA responds to direct questions as to past rental history, problems with other residents, staff or landlords and or damage claims.

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

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

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project -based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

## **(3) Search Time**

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

If yes, state circumstances below:

## **(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

- (1) Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- (1) Working families and those unable to work because of age or disability
- 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)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Among applicants on the waiting list with the 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 admission to any special purpose section 8 program administered by the PHA contained? (select all that apply) The East Point Housing Authority does not have special purpose Section 8 programs.

- The Section 8 Administrative Plan  
 Briefings 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 903.79(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---

- ThePHAemploysdiscretionarypoliciesfordeterminingincomebasedrent(If selected,continuetoquestionb.)

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 exclusion policies does the PHA plan to employ (select all that apply)

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

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

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent redetermination:

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
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- Other (list below)

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

**(2) Flat Rents**

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

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

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

Exemptions: PHA 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 repayment standards reevaluated for adequacy? (select one)

- Annually  
 Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24CFR Part 903.79(e)]

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: The organizational structure of the East Point Housing Authority includes a management team that combines a high level of training and expertise with many years of experience establishing, operating, and monitoring PHA programs including grants. PHA management team includes expertise in the following:

- Accounting & Funds Management
- Contract & Project Management
- Program Design & Delivery
- Maintenance & Modernization
- Resident Service
- Affordable Housing Development and Financing

**An organizational chart was also submitted with the initial filing of the FY2000 -2004 Five-Year Plan.**

**B. HUD Programs Under PHA Management**

**\*\*Includes 450 non-absorbed portables**

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	483	35%
Section 8 Vouchers	**700	21%
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	483	
Other Federal Programs (list individually)		
ROSS Resident Management & Business Development	100	10%

**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.

Management

- Admissions & Continued Occupancy Policy
- Housing Choice Voucher Administrative Plan
- Personnel Policy
- Procurement Policy
- Pet Policy
- Asset Management Plan
- Lease & Grievance Policy
- Ethics Policy
- Blood Borne Dissemination Policy
- Facilities Use Policy
- Funds Transfer Policy
- Investment Policy
- Check Writing Policy
- Criminal Records Policy
- Travel Policy
- Capitalization Policy
- Disposition Policy
- Fee Accounting Contract

Maintenance

- Preventive Maintenance Contracts
- Grass Cutting Contract
- Elevator Maintenance Contract (@GA078 -05)
- Pest Control Contract (including cockroaches)
- Smoke Detector/Emergency Service Contract
- Emergency Generator (@GA078 -05)
- Fire Extinguisher Maintenance
- Work Order Correction Contract
- Vacant Unit Turnaround
- Computer Maintenance Contract
- Janitorial Contract

## **6.PHAGrievanceProcedures**

[24CFRPart903.79(f)]

Exemptionsfromcomponent6:HighperformingPHAsarenotrequiredtocomplete component6.Section8 -OnlyPHAsareexemptfromsub -component6A.

### **A. PublicHousing**

1.  Yes  No:Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFRPart966, SubpartB, for residents of public housing?

If yes, list additional federal requirements below:

2. Which PHA offices 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 additional federal requirements below:

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

- PHA main administrative office  
 Other (list below): Section 8 Administrative office in writing

## **7.CapitalImprovementNeeds**

[24CFRPart903.79(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: PH A 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 B (ga078b02 )

-or-

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

**(2) 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 A (ga078a02 )

-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 there)

## B.HOPEVI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPEVI 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 HOPEVI 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 HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development  
 Revitalization Plans 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 HOPEVI revitalization grant in the Plan year?  
If yes, list development name/s below:

- Yes  No: d) Will the PHA be engaging in any mixed-financed 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**

[24CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHA  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 .) **The EPHA plan to conduct disposition activities in FY2003.**

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>          (DD/MM/YY)          </u>	
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** [24CFR Part 903.79(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.

<b>Designation of Public Housing using Activity Description</b>	
1a. Development name: Nelms House	
1b. Development (project) number: GA078 -05	
2. Designation type:	
Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: (01/10/00)	
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: 100	
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**

[24CFR Part 903.79(j)]

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

**A. Assessment 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 as streamlined submission. PHAs completing streamlined submissions may skip to component 11.) **The EPHA has not been notified to complete the section 202 assessment, but is submitting the information requested in this component as a comprehensive conversion assessment is planned for FY 2003 but may be accelerated in FY 2002.**

2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name: Martel Homes	
1b. Development (project) number: GA078 -03	
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 checked="" type="checkbox"/> Other (explain below) <b>Comprehensive assessment activities are planned for FY 2003 but the EPHA is including the information in the FY 2002 Annual Plan as the revitalization strategy may be accelerated if budgeted lines items for the upcoming fiscal year are completed at a reduced cost.</b>	
3. <input checked="" 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 checked="" 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)

- Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPEVI demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPEVI Revitalization Plan (date submitted or approved: \_\_\_\_\_)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: ( describe below) **If a determination is made during the initial conversion assessment that it is necessary to satisfy the requirements of the Assessment of Reasonable Revitalization pursuant to Section 202 including, the vacancy rate being more than 10 % the EPHA will comply and amend the appropriate Annual Plan.**

**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

[24CFR Part 903.79(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.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Martel Homes 1b. Development (project) number: GA078 -03
2. Federal Program authority: <input type="checkbox"/> HOPE I The EPHA will pursue Martel Homes as <b>conversion to mixed-income community with 10% conventional public housing preserved and tenant-based Housing Choice Voucher (HCV) Homeownership sales under HCV Authority or 5(h).</b> <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) <b>OCTOBER 1, 2003 projection but may be accelerated</b>
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24CFR 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: The PHA has not developed a homeownership training program but will develop one through the FSS program in the upcoming year.

a. Size of Program

Yes  No: Will the PHA limit the number of families participating in the Section 8 home ownership option?

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

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

b. PHA established eligibility criteria

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

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

[24CFR Part 903.79(1)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 06/01/00

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 HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program

### **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 Plan
- Preference/eligibility for public housing home ownership option participation
- Preference/eligibility for section 8 home ownership option participation

**Tenant Readiness Training Program:** The EPHA is proposing to establish a tenant readiness training program, tentatively referred to as “How to Get and Maintain a Roof over Your Head”. The program will utilize the services of the Department of Family and Children’s Services, the Fulton County TANF Agency to provide the training. The training will consist of a formal curriculum of practical instruction in budgeting and the legal aspects of being a “good tenant” and neighbor. In addition to benefiting the federally assisted housing programs, the training will complement and benefit the federal and state Welfare-to-Work initiatives. Upon satisfactory completion of the formal training program, a certificate of completion will be provided. The presentation of the certificate from the EPHA will classify the family as eligible for a local preference in the waiting selection for both the public housing and Housing Choice Voucher program.

The training program is designed to help secure affordable rental housing for families who have no rental history, such as young mothers living alone for the first time; for families transitioning out of homeless shelters; and for families with a record of one or more evictions from housing. The benefit to the families is coupled with the benefit to the housing authority or private landlord whom they may be moving into to take a chance on a family whose rental history is tarnished, but who have demonstrated an sincere effort to change their lives and respect the opportunity to rent someone’s property. There are no guarantees that all who participate in the program will be successful in obtaining assisted housing; however, without the program, many families will be unable to access the benefits of needed affordable housing of a type suitable to their family size, or that accommodates manifestations of their disabilities.

The training program will be the first established to complement the tenant selection aspects of the Housing Authority of the City of East Point’s public housing program, and as such, is included in the proposed budgets for the 2002 fiscal year. Once established, the training program will be expanded to include the Housing Choice Voucher Program.

b. Economic and Social Self-Sufficiency Programs

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

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)
ROSS Grant	100	All residents of Nelms House	PHA office	Public Housing Resident
GED/Literacy Training Resume/Interviewing	60	None	Alpha Community Center	Public Housing
Computer Software Skills Training	62	GED Requirement	Alpha Community Center	Public Housing
Computer/Repair	48	GED Requirement	Alpha Community Center	Public Housing

**(2) Family Self-Sufficiency Program/s**

a. Participation Description

Family Self-Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	0 as of 06/25/02
Section 8	0	0 as of 06/25/02

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 step the PHA plan to take to achieve at least the minimum program size? If no, list steps the PHA will take below:  
The PHA is revising the FSS Action Plan and specific steps to include thorough restructuring of the Housing Choice Voucher component including staff is being addressed to achieve the minimum



programs are required. The revised FSS Plan will be implemented prior to the beginning of FY2002 (October 1, 2003).

### **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

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

As the Community Service Requirement is no longer required for residents of government assisted housing, the PHA will not mandate participation but will diligently assist residents if they choose to benefit from partnership agreements established with the community support agencies. The volunteer program will be aimed at providing avenues for self-sufficiency directives to include non-paid employment experience. Community Service and Qualified Community Service Organizations and Activities are described as follows:

#### **COMMUNITY SERVICE IS DEFINED AS:**

The performance of volunteer work or duties that are a public benefit, and that serve to improve the quality of life, enhance residents self-sufficiency, or increase residents self-responsibility in the community. Community service is not employment and may not include political activities.

#### **COMMUNITY SERVICE ORGANIZATION AND ACTIVITIES IS DEFINED AS:**

As a convenience to participating residents, the Housing Authority will develop, post on the Authority's bulletin boards and provide to residents a list of qualified organizations (and activities) that have agreed to work with residents in helping them perform community service activities. Residents choosing to participate are not limited to the published list and are encouraged to identify other organizations and activities.

The following list of service organizations and activities is presented as a convenience to participating residents. Residents are not limited to the following list and are encouraged to identify other organizations and activities.

## Organizations

- EastPointHousingAuthority
- CityofEastPoint,Georgia
- CityofCollegePark,Georgia
- FultonCounty
- DepartmentofHealthandHumanServices
- FultonCountyHealthDepartment
- FultonCountyandEastPoint Schools
- LocalHospitals

## Activities

- Volunteerservicestoanyqualifiedorganization
- Self-sufficiencyactivitiesuchaseducation,trainingandself -improvementclasses
- HousingAuthorityorCityVolunteerTrashPick -upDay
- Participationinmonthlyresid entprogramsaspresentedbytheHousingAuthority

## **13.PHASafetyandCrimePreventionMeasures**

[24CFRPart903.79(m)]

ExemptionsfromComponent13:HighperformingandsmallPHAsnotparticipatingin PHDEPandSection8OnlyPHAsmayskiptocompo nent15.HighPerformingandsmall PHAsthatareparticipatinginPHDEPandaresubmittingaPHDEPPlanwiththisPHAPlan mayskiptosub -componentD.

### **A.Needformeasurestoensurethesafetyofpublichousingresidents**

1.Describetheneedform easurestoensurethesafetyofpublichousingresidents(selectall thatapply)

- Highincidenceofviolentand/or drug -relatedcrimeinsomeorallofthePHA's developments
- Highincidenceofviolentand/or drug -related crimeintheareassurroundingor adjacenttothePHA'sdevelopments
- Residentsfearfulfortheirsafetyand/orthesafetyoftheirchildren
- Observedlower -levelcrime,vandalismand/orgraffiti
- Peopleonwaitinglistunwillingtomoveintooneormoredevelopmentsdueto perceivedand/oractuallevelsofviolentand/or drug -relatedcrime

2.WhatinformationordatadidthePHAusedtodeterminetheneedforPHAactionsto improvesafetyofresidents(s electallthatapply).

- Safetyandsecuritysurveyofresidents
- Analysisofcrimestatisticsovertimeforcrimescommitted“inandaround”public housingauthority
- Analysisofcosttrendsovertimefor repairofvandalismandremovalofgraffiti

- Resident reports
- PHA employee reports
- Police reports

- Demonstrable, quantifiable success with previous or ongoing anti-crime/anti-drug programs

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

All developments are affected

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

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

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

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

All developments are affected

**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

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

All developments are affected

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

PHA eligible for FY 2000 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? **?Not applicable**

Yes  No: Has the PHA included the PHDEP Plan for FY2002 in this PHA Plan?

Yes  No:

Although PHDEP has been eliminated as a funding source for FY2002, the EPHA will still continue to implement activities pursuant to Drug Elimination Initiatives as the funds from previous PHDEP Grants have not been fully expended. Also, the EPHA has designated allocations from the FY2002 Capital Fund and Operating Budget to defray expenditures for security improvements and crime effacement prevention activities.

## **14. PET POLICY**

[24CFR Part 903.79(n)]

### **EAST POINT HOUSING AUTHORITY PET POLICY**

1. Additional security deposit of \$100.00 of which no less than \$50.00 or not to exceed one month's rent paid at the time for the pet move in. The remainder to be paid in increments of more or less than \$10.00 per month for each concurring month until the sum of \$100.00 is paid. This security deposit or any part thereof may not be used for any damages incurred on the unit unless directly related to said pet.
2. Demonstrate liability insurance coverage on the pet by the pet owners of no less than \$500,000/\$100,000, Bodily Injury and per occurrence, and to agree to assume responsibility for all debts incurred by said pet.
3. Signed statement assigning responsibility to no less than two persons to care for the pet in the event the pet owner dies, is incapacitated or is otherwise unable to care for the pet. (See last page).
4. The size of the pet is limited to a maximum of twenty pounds (adult weight).
5. Owner of the pet will be responsible for all clean-up (anywhere on the grounds or in the building). If pet owner is unable or contact with the tenant cannot be made a \$5.00 fine for each clean-up performed by the East Point Housing Authority will be assessed.
6. All pet owners must submit an up-to-date immunization record from a qualified veterinarian and must display a current license tag for said pet. Immunization records and pet license tags are to be re-certified at the time of the pet owners re-certification of tenant eligibility.
7. Flea control must be maintained and demonstrated at all times.
8. Limit one pet per unit. Pet must be neutered and will use designated pet areas only. Pets will not be allowed in any designated areas unless accompanied by a responsible person and is restrained on a leash or similar device.
9. A visiting pet will not be allowed accommodations for a period longer than fourteen (14) days and nights.
10. A pet owner must comply with all East Point Housing Authority, Fulton County, State of Georgia and Federal Regulations on animal regulatory laws.

11. A pet owner is in violation of the city ordinance on animal control when his or her animal causes objectionable noises, destroys or damages the property of others.

12. When litter boxes are in use, the pet owner will not change the litter more than twice each week and will separate pet waste litter when disposing of same.

13. Inspections other than those permitted under the lease can be made after proper notification and during reasonable hours if a complaint is received in writing and the East Point Housing Authority has reasonable ground to believe that a nuisance or threat to health and safety of the occupants of the dwelling or surrounding areas.

14. In the event of a pet rule violation, the pet owner will have ten (10) days from date of service of notice to correct the violation, to remove the pet or to make a written request for a meeting to discuss said violations, but not to exceed fifteen (15) days from effective date of service of the notice. Failure to correct the violation or to request a meeting or to appear at a requested meeting may result in termination of tenancy.

15. If a pet is removed due to the death or incapacity of the pet owner and the two responsible parties are contacted and are unwilling or unable to remove the pet, or cannot be contacted, the pet will be removed and placed in a pet facility for a period not to exceed thirty (30) days. The cost of the animal care shall be borne by the pet owner or his or her estate.

16. All conditions must be met and lease signed before admitting said pet to the dwelling unit.

I, \_\_\_\_\_, having duly read the above pet rules, understand and agree to comply with said rules as long as I retain a pet on the Housing Authority premises.

TENANT'S  
SIGNATURE: \_\_\_\_\_

WITNESS: \_\_\_\_\_

PET INFORMATION: Type of Pet: \_\_\_\_\_

Weight: \_\_\_\_\_

DATE APPROVED: \_\_\_\_\_

IMMUNIZATION RECORD: Type: \_\_\_\_\_

Date: \_\_\_\_\_

PERSON(S) TO CONTACT TO CARE FOR PET IN OWNERS ABSENCE:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

COMMENTS OR SPECIAL CONDITIONS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **15. Civil Rights Certifications**

[24CFR Part 903.79(o)]

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

## **16. Fiscal Audit**

[24CFR Part 903.79(p)]

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

## **17. PHA Asset Management**

[24CFR Part 903.79(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**

[24CFR Part 903.79(r)]

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

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at Attachment (Filename) **ga078e02 (Attachment E)**  
 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:

### **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)

**An appointment of Carrie Wisdom was made by the Mayor of East Point, a five (5) year term which expires 1/15/04.**

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant assistance) -based
- Representatives of all PHA resident and assisted family organizations
- Other (list) **There representative is selected from a list provided to the Mayor of the City of East Point**

### 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 East Point, Georgia

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)

The Consolidated Plan for the City of East Point identifies specific trends and needs for housing in the City. Page 114 identifies that the City of East Point has a higher proportion of pre-1940 homes than is common for the state as a whole. Therefore this factor indicates the lack of new home construction that is primarily associated with dynamic growth.

Also included in the Plan on page 188 states, "The most significant trend for East Point is the vacancy in the rental housing market." In 1990, one in five rental units was vacant. Page 120 indicates the rental rates in 1990 were below state averages, contributed to the high vacancy rate and the lack of new housing in the city.

Page 122 indicates that the trend is for the city to pursue more rental units, especially in downtown, where the city wants to increase the number of quality rental units. A priority for the City of East Point is to enforce city building codes, particularly on vacant properties, and also to build more single family homes.

The East Point Housing Authority undertakes programs that support all issues outlined in the City of East Point Consolidated Plan. Through its **public housing program**, the East Point Housing Authority (EPHA) administers and maintains 483 units of affordable rental housing in the community. Further, through its

modernization program, the EPHA maintains these units to a high standard, which helps assure that the city has quality affordable rental dwellings available for residents needing government subsidized housing. Through its **Housing Choice Voucher Program** the EPHA supports families in their ability to find suitable affordable housing in the City of East Point. The EPHA also ensures that local landlords maintain their properties to a high standard.

Through these programs, the EPHA increases the quantity of affordable housing, increases the pool of available renters, and helps contest the further decline of housing quality in the city. Therefore, as the primary goals for the Consolidated Plan are to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities for the low and moderate income persons, the EPHA is consistent with the goals established.

The EPHA has diligently worked to extend and strengthen partnership with government and private sector for the production and operation of affordable housing.

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

The Consolidated Plan for East Point (EPHA) supports the Five-Year Plan and Annual Summary by collaborating on the goals and partnerships established to create a commitment for providing affordable housing opportunities. The Consolidated Plan furthermore, has specifically identified that distressed communities within the City will require improved coordination between resources to address the goals and objectives established. Strategies that affirmatively further fair housing are utilized to ensure that all residents of the City receive a safe and comfortable living environment. These commitments are components of the EPHA Five-Year Plan as they are grounded in the mission statement of the Agency.

## D. Other Information Required by HUD

### Criterion for identifying a “substantial deviation” from or “significant amendment or modification” to the PHA Plan

The Housing Authority of East Point, Georgia (EPHA) in the submission of the FY2002 Annual Plan has not deviated or significantly amended the goals and objectives established through the FY 2000 -2004 Five -Year Plan. The EPHA will consider the following to be changes in its *Agency Plan* necessary and sufficient to require a full review by the Resident Advisory Board and by the Public Hearing process before a corresponding change in the Agency Plan can be adopted. A significant deviation or alteration would have included the following:

1. Any alteration of the Authority's *Mission Statement* ;
2. Any change or amendment to a stated Strategic Goal;
3. Any change or amendment to a stated Strategic Objective except in a case where the change results from the objective having been met;
4. Any introduction of a new Strategic Goal;
5. Any alteration in the Capital Fund Program Annual Plan that affects an expenditure greater than ten percent (10%) of the CFP Annual Budget for that year.

In setting the above criteria, the East Point Housing Authority intends by “Strategic Goal” specifically those items under those headings in its 5 -Year Plan.

Because the Annual Plan already requires annual review by the Resident Advisory Board and by Public Hearing, the Authority believes this annual process sufficient to meet the spirit of the *Quality Housing and Work Responsibility Act of 1998* . It expects that changes to the Annual Plan will be primarily administrative in nature. It believes, however, as shown in item #5 above, that significant changes in its planned modernization expenditures should be subject to a resident/public process.

The East Point Housing Authority has also reviewed the requirements set out in HUD Notice PIH 99 -51. It here incorporates the several additional criteria established by HUD for “substantial deviation” or “significant amendment or modification” to its Agency Plan. The EPHA will also consider the following events to require a public process before amending such changes to its Agency Plan.

- changes to rent or admissions policies or organization of the waiting list;
- additions of non -emergency work items (items not included in the current Annual Statement or 5 -Year Plan) or change in use of replacement reserve funds under the Capital Fund;
- additions of new activities not included in the current PHDEP Plan and
- any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

The East Point Housing Authority acknowledges that an exception will be made by HUD to compliance with the above criteria for any of the above changes that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by HUD.

The East Point Housing Authority did not have any significant changes to the FY 2002 Annual Plan based on the criteria established as referenced for a significant alteration or deviation.

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

## Attachments

ga078a02(AttachmentA)	CapitalFundProgram5 -YearPlanforModernization
ga078b02(AttachmentB)	FY2002CapitalFundProgramAnnualStatement
ga078c02(AttachmentC)	AnnualStatement/Performance&EvaluationReports: FY2000,FY2001endingMarch31,2002
ga078d02(AttachmentD)	DeconcentrationandIncomeMixingCertificationand DeconcentrationPlan
ga078e02(AttachmentE)	RecommendationsfromResidentAdvisoryBoard

## CAPITAL FUND TABLES

ga078a02(AttachmentA)	CapitalFundProgram5 -YearPlanforModerniza tion
ga078b02(AttachmentB)	FY2002CapitalFundProgramAnnualStatement
ga078c02(AttachmentC)	AnnualStatement/Performance&EvaluationReports: FY2000,FY2001endingMarch31,2002





**ga078a02ATTACHMENTA**

**CapitalFundProgramFive-YearActionPlan**

PartI:Summary

PHAName EastPointHousingAuthority					<input checked="" type="checkbox"/> <b>Original5 -YearPlan</b> <input type="checkbox"/> <b>RevisionNo:</b>	
Development Number/Name/H A-Wide	Year1	WorkStatementforYear2 FFYGrant2003: PHAFY:2003	WorkStatementforYear3 FFYGrant2004: PHAFY:2004	WorkStatementfor Year4 FFYGrant2005: PHAFY2005:	WorkStatementfor Year5 FFYGrant 2006: PHAFY2006:	
<b>PHA-Wide</b>	Annual Statement					
Operations		75,130	84,114	84,114	84,114	
ManagementImp.		20,,000	36,016	100,259	101,124	
Administration				0	25,000	
FeesandCosts		37,315	161,105	48,957	30,907	
Site Improvements		40,000	162,990			
<b>GA078-01</b>		176,750	176,750		375,000	
<b>GA078-02</b>			40,170	25,865		
<b>GA078-03</b>		135,000	180,000		225,000	
<b>GA078-04</b>				225,000		
<b>GA078-05</b>		356,950		356,950		
CFPFundsListed for5 -year planning		\$841,145	\$841,145	\$841,145	\$841,145	
Replacement HousingFactor Funds						



**CapitalFundProgramFive -YearActionPlan  
PartII:SupportingPages —WorkActivities**

ActivitiesforYear:(4)___ FFYGrant:2005 PHAFY:2005			ActivitiesforYear:_(5)_ FFYGrant:2006 PHAFY:2006		
<b>Development Name/Number</b>	<b>MajorWorkCategories</b>	<b>EstimatedCost</b>	<b>Development Name/Number</b>	<b>MajorWorkCategories</b>	<b>EstimatedCost</b>
<i>GA078-04</i> O.J.HurdHomes	DemolishEntireSite TermiteInfested	225,000	<i>GA078-01</i> Hillcrest Apartments	ReplaceWindows	375,000
<i>GA078-02</i> WashingtonCarver Homes	RepairSidewalks CorrectErosionproblems	25,865	<i>GA078-03</i> MartellHomes	<i>CompMod.</i> ToPrepForSection8 Homeownership	225,000
<i>GA078-05</i> NelmsHouse	Renovate8 <sup>th</sup> Floor ExtensiveRehab, Eliminate0bedrooms installA/C,windows, doors,kitchens,carpeting, newbathfixtures	356,950			
<i>PHAWIDE</i>			<i>PHAWIDE</i>		
	Operations	84,114		Operations	84,114
	ManagementImp. toinclude HomeOwnershipTraining TenantReadinessTraining	100,259		ManagementImp. toinclude HomeOwnershipTraining TenantReadinessTraining	101,124
	Administration	0		Administration	25,000
	FeesandCost	48,957		FeesandCost	30,907
TotalCFPEstimatedCost		\$841,145			\$841,145

**CAPITAL FUND PROGRAM TABLES START THE RE**

**ga078b02 ATTACHMENT B**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHAN Name:</b> EAST POINT HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund GA06P07850102 Capital Fund Program Grant No: Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2002
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFPFunds				
2	1406 Operations	84,114			
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs	116,016			
4	1410 Administration	0			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	84,114			
8	1440 Site Acquisition				
9	1450 Site Improvement	118,349			
10	1460 Dwelling Structures	270,000			
11	1465.1 Dwelling Equipment —Nonexpendable	168,552			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	841,145			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security —Soft Costs				
	Amount of line XX related to Security —Hard Costs	85,865			
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHAName: EASTPOINTHOUSINGA UTHORITY		GrantTypeandNumberCapitalFundGA06P07850102 CapitalFundProgramGrantNo: ReplacementHousingFactorGrantNo:				FederalFYofGrant: 2002			
Development NumberName/ HA-Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. Acct No.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Work
					Original	Revised	Obligate	Expended	
HA -WIDE	SupportHousingOperations		1406	1	60,000				
	ReplaceReserves		1406	1	24,114				
	<b>TOTAL:Operations</b>		<b>1406</b>		<b>84,114</b>				
HA -WIDE	SecurityFencesandLighting		1408	1	86,016				
HA -WIDE	TenantReadinessTraining Program		1408	1	30,000				
	<b>TOTAL:ManagementImprovement</b>		<b>1408</b>		<b>116,016</b>				
HA-WIDE	LeadBasedPaintSurvey		1430	1	72,057				
	504/ADASurvey		1430	1	12,057				
	<b>TOTAL:FeesandCosts</b>		<b>1430</b>		<b>84,114</b>				
HA-WIDE	CorrectErosionProblems		1450	1	38,349				
	CyclicalInteriorPainting		1450	100units	80,000				
	<b>TOTAL:SiteImprovements</b>		<b>1450</b>		<b>118,349</b>				
GA078-3	ExtensiveRehabtoconvertto Section8for5(h)		1460	6units	270,000				
	<b>TOTAL:DwellingStructures</b>		<b>1460</b>		<b>270,000</b>				
HA-WIDE	Replacrangesandrefrigerator s		1465.1	185sets	168,552				
	<b>TOTAL:DwellingEquipment</b>		<b>1465.1</b>		<b>168,552</b>				

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

PHAName: East Point Housing Authority	Grant Type and Number Capital Fund Program No: GA06PO7850102 Replacement Housing Factor No:	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	
<b>HA-WIDE</b>							
Support Housing Operations	9/30/03			9/30/05			
Replace Reserves	9/30/03			9/30/05			
Security Fences & Lighting	9/30/03			9/30/05			
Tenant Readiness Training Program	9/30/03			9/30/05			
Lead-Based Paint Survey	9/30/03			9/30/05			
504/ADA Survey	9/30/03			9/30/05			
Correct Erosion Problems	9/30/03			9/30/05			
Cyclical Interior Painting	9/30/03			9/30/05			
Replace ranges and refrigerators	9/30/03			9/30/05			
<b>GA078-3</b> Extensive Rehab to convert to Section 8 for 5(h)	9/30/03			9/30/05			

**CAPITAL FUND PROGRAM TABLES START HERE**

**ga078c01**

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAN Name: EAST POINT HOUSING AUTHORITY		Grant Type and Number Capital Fund GA06P07850101 Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Final Performance and Evaluation Report Performance and Evaluation Report for Period Ending: 3/31/2002					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds				
2	1406 Operations	90,130		90,130	90,130
3	1408 Management Improvements Soft Costs	180,259		51,908	51,908
	Management Improvements Hard Costs				
4	1410 Administration	90,130		0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000		31,692	31,692
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	450,777		0	0
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	40,000		0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines . . . .)	901,296		173,730	173,730
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security — Soft Costs	30,000		15,000	15,000
	Amount of Line XX related to Security — Hard Costs	145,259		51,908	51,908
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: EAST POINT HOUSING AUTHORITY		Grant Type and Number Capital Fund GA06P07850101 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number/Name/ HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligate	Expended	
HA -WIDE	RESERVES		1406	1	65,130	90,130	90,130	90,130	Completed
HA -WIDE	UPGRADE COMPUTERS		1406	8	25,000	0	0	0	
	<b>TOTAL</b>		<b>1406</b>		<b>90,130</b>		90,130	90,130	
HA -WIDE	SECURITY above baseline PHA Wide		1408	1	145,259		51,908	51,908	Completed By 9/04
HA -WIDE	GIRLS, INC.		1408	1	15,000		0	0	Contract being reviewed
HA -WIDE	P.A.L.		1408	1	15,000		15,000	15,000	Completed
HA -WIDE	OFFICE EQUIPMENT		1408	5	5,000		0	0	Completed by 12/02
	<b>TOTAL</b>		<b>1408</b>		<b>180,259</b>		51,908	51,908	Completed
HA -WIDE	WAGES EXEC DIR 58%		1410	1	42,786		0	0	Budget Revision will be submitted by 9/02
HA -WIDE	WAGES FINDIR 52%		1410	1	26,408		0	0	
HA -WIDE	WAGES ACCT 48%		1410	1	16,306		0	0	
HA -WIDE	WAGES ADMIN STAFF 14%		1410	1	4,630		0	0	
	<b>TOTAL</b>		<b>1410</b>		<b>90,130</b>		0	0	



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

PHAName: EASTPOINTHOUSINGAUTHORITY		Grant Type and Number Capital Fund GA06P07850101 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/ HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligate	Expended	
HA -WIDE	FEES&COSTS		1430	1	50,000		31,692	31,692	Completed by 09/03 and obligated by 09/02
<b>TOTAL</b>			<b>1430</b>		<b>50,000</b>		<b>31,692</b>	<b>31,692</b>	



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

PHAName: East Point Housing Authority	Grant Type and Number Capital Fund Program No: GA06PO7850101 Replacement Housing Factor No:	Federal FY of Grant: 2001
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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	
RESERVES	9/30/02			9/30/04			
COMPUTERS	9/30/02			9/30/04			
PAL PROGRAM	9/30/02			9/30/04			
GIRLS, INC .	9/30/02			9/30/04			
SECURITY GA78 -5	9/30/02			9/30/04			
OFFICE EQUIP	9/30/02			9/30/04			
WAGES	9/30/02			9/30/04			
FEES & COSTS	9/30/02			9/30/04			
GA78 -1	9/30/02			9/30/04			
GA78 -3	9/30/02			9/30/04			
GA78 -4	9/30/02			9/30/04			
GA78 -5	9/30/02			9/30/04			
TRUCKS	9/30/02			9/30/04			

<b>PHAName:</b> EASTPOINTHOUSINGAUTHORITY		<b>GrantTypeandNumberCapitalFundGA06P07850100</b> CapitalFundProgramGrantNo: ReplacementHousingFactorGrantNo:			<b>FederalFYofGrant:</b> 2000	
<input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno: 1SubmittedwithAnnualPlan ) <b>XPerformanceandEvaluationReportforPeriodEnding:3/31/2002</b> <input type="checkbox"/> FinalPerformanceandEvaluationReport						
LineNo.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost		
		Original	Revised	Obligated	Expended	
1	Totalnon -CFPFunds					
2	1406Operations	88,144	49,040	49,040	49,040	
3	1408ManagementImprovementsSoftCosts	0	212,424	212,424	210,345	
	ManagementImprovementsHardCosts					
4	1410Administration	0	88,144	88,144	69,040	
5	1411Audit					
6	1415LiquidatedDamages					
7	1430FeesandCosts	74,000	38,183	38,183	38,118	
8	1440SiteAcquisition					
9	1450SiteImprovement					
10	1460DwellingStructures	719,293	493,646	493,686	41,171	
11	1465.1DwellingEquipment —Nonexpendable					
12	1470NondwellingStructures					
13	1475NondwellingEquipment					
14	1485Demolition					
15	1490ReplacementReserve					
16	1492MovingtoWorkDemonstration					
17	1495.1RelocationCosts					
18	1499DevelopmentActivities					
19	1502Contingency					
	AmountofAnnualGrant:(sumoflines.....)	881,437	881,437	881,437	407,714	
	AmountoflineXXRelatedtoLBPActivities					
	AmountoflineXXRelatedtoSection504compliance					
	Amountofline1408RelatedtoSecurity --SoftCosts	0	11,500	11,500	0	
	AmountofLine1408relatedtoSecurity --HardCosts	0	30,000	30,000	3,411.00	
	AmountoflineXXRelatedtoEnergyConservation Measures					
	CollateralizationExpensesorDebtService					

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

PHAName: EASTPOINTHOUSINGAUTHORITY		Grant Type and Number Capital Fund GA06P07850100 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligate	Expended	
HA -WIDE	<b>OPERATIONS</b>		1406	1	173,320	49,040	49,040	49,040.00	Completed
	<b>TOTAL</b>				<b>173,320</b>	<b>49,040</b>	<b>49,040</b>	<b>49,040.00</b>	
HA -WIDE	<b>MANAGEMENT IMPROVEMENTS</b>								Completed by 9/30/02
HA -WIDE	P.A.L		1408	1	0	11,500	11,500	0	
HA -WIDE	Security above baseline		1408	1	0	69,104	69,104	90,908	
HA -WIDE	Replacement Reserves		1408	1	0	131,820	131,820	119,437	
	<b>TOTAL</b>		<b>1408</b>		<b>0</b>	<b>212,424</b>	<b>212,424</b>	<b>210,345</b>	
HA -WIDE	<b>ADMINISTRATION</b>		1410	1					
	WAGESEXEC DIR.58%		1410	1	0	38,808	38,808	38,808	
	WAGESFINDIR43%		1410	1	0	14,306	14,306	0	
	WAGESACCT49%		1410	1	0	23,979	23,979	23,979	
	WAGESADMASST31%		1410	1	0	11,051	11,051	6,253	
	<b>TOTAL</b>		<b>1410</b>		<b>0</b>	<b>88,144</b>	<b>88,144</b>	<b>69,040</b>	
HA -WIDE	<b>FEES &amp; COSTS</b>		1430	1					Completed
	A/E/Fees and Design Cost				0	38,183	38,183	38,118	
	<b>TOTAL</b>		<b>1430</b>		<b>0</b>	<b>38,183</b>	<b>38,183</b>	<b>38,118</b>	
GA78 -2	REPAIR ROOFS		1460	20	0	24,200	24,200	0	Completed By 09/30/03
GA78 -2	REPAIR CEILINGS		1460	29	0	47,560	47,560	0	
	<b>TOTAL</b>		<b>1460</b>		<b>0</b>	<b>71,760</b>	<b>71,760</b>	<b>0</b>	



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

PHAName: EASTPOINTHOUSING AUTHORITY	GrantTypeandNumberCapitalFundGA06P07850100 CapitalFundProgramNo: ReplacementHousingFactorNo:	FederalFYofGrant: 2000
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Development Number Name/HA-Wide Activities	AllFundObligated (QuarterEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
OPERATIONS	9/30/01			9/30/03			
DRUGELIMINATION	9/30/01			9/30/03			
SECURITYGA78 -5	9/30/01			9/30/03			
RESERVE	9/30/01			9/30/03			
FEES&COSTS	9/30/01			9/30/03			
GA78 -2	9/30/01			9/30/03			
GA78 -3	9/30/01			9/30/03			
GA78 -5	9/30/01			9/30/03			

**CAPITALFUNDPROGRAMTABLESSTARTHERE**

<b>ga078d01AttachmentD:AnnualStatement/PerformanceandEvaluationReport</b>					
<b>CapitalFundProgramand CapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:Summary</b>					
<b>PHAName:</b> EASTPOINTHOUSINGAUTHORITY		<b>GrantTypeandNumberCOMPGRANTGA06P0780799</b> CapitalFundProgramGrantNo: ReplacementHousingFactor GrantNo:			<b>FederalFYofGrant:</b> 1999
<b>OriginalAnnualStatement</b> <input type="checkbox"/> <b>ReserveforDisasters/Emergencies</b> <input type="checkbox"/> <b>RevisedAnnualStatement(revisionno: 3SubmittedwithAnnualPlan)</b>					
<b>XPerformance andEvaluationReportforPeriodEnding:3/31/2002FinalPerformanceandEvaluationReport</b>					
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds				
2	1406O perations				
3	1408ManagementImprovementsSoftCosts	95,000	121,282	121,282	121,282
	ManagementImprovementsHardCosts				
4	1410Administration	0	93,141	93,141	93,141
5	1411Audit				
6	1415LiquidatedDamages				
7	1430FeesandCosts	74,000	53,000	53,000	53,000
8	1440SiteAcquisition				
9	1450SiteImprovement				
10	1460DwellingStructures	762,410	663,987	663,987	663,987
11	1465.1DwellingEquipment —Nonexpendable				
12	1470NondwellingStructures				
13	1475NondwellingEquipment				
14	1485Demolition				
15	1490ReplacementReserve				
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts				
18	1499DevelopmentActivities				
19	1502Contingency				
	AmountofAnnualGrant:(sumoflines.....)	931,410	931,410	931,410	931,410
	AmountoflineXXRelatedtoLBPActivities				
	AmountoflineXXRelatedtoSection504compliance				
	AmountoflineXXRelatedtoSecurity --SoftCosts				
	AmountofLineXXrelatedtoSecurity --HardCosts	30,000	30,000	30,000	30,000
	AmountoflineXXRelatedtoEnergyConservationMeasures				
	CollateralizationExpensesorDebtService				



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

PHA Name: EAST POINT HOUSING AUTHORITY		Grant Type and Number COMP GRANT GA06P0780799 Capital Fund Program Grant No: GA06PO780799 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligate	Expended	
HA -WIDE	SECURITY above baseline PHA wide		1408	1	95,000	30,000	30,000	30,000	Completed
HA -WIDE	MAINTENANCE BLDG.		1408	1	0	91,282	91,282	91,282	Completed
	<b>TOTAL</b>		<b>1408</b>		<b>95,000</b>	<b>121,282</b>	<b>121,282</b>	<b>121,282</b>	
HA-WIDE	WAGE SEXECDIR 58%		1410	1	0	42,808	42,808	42,808	Completed
	WAGE SFINDIR 43%		1410	1	0	23,240	23,240	23,240	
	WAGE SACCT 49%		1410	1	0	17,593	17,593	17,593	
	WAGE ADMASST 31%		1410	1	0	9,500	9,500	9,500	
	<b>TOTAL</b>		<b>1410</b>		<b>0</b>	<b>93,141</b>	<b>93,141</b>	<b>93,141</b>	
HA -WIDE	FEES & COSTS		1430	1	74,000	53,000	53,000	53,000	Completed
	<b>TOTAL</b>		<b>1430</b>		<b>74,000</b>	<b>53,000</b>	<b>53,000</b>	<b>53,000</b>	
GA78 -1	REPLACE DOWNSPOUTS		1460	20	20,000	0	0	0	
GA78 -1	REPLACE SOFFITS		1460	20	20,000	0	0	0	
GA78 -1	REPLACE LOCKS		1460	295	29,500	0	0	0	
	<b>TOTAL</b>		<b>1460</b>		<b>69,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	
GA78 -2	REPLACE DOWNSPOUTS		1460	20	20,000	0	0	0	
GA78 -2	REPLACE SOFFITS		1460	20	20,000	0	0	0	
	<b>TOTAL</b>		<b>1460</b>		<b>40,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	

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

PHA Name: EASTPOIN THOUSING AUTHORITY		Grant Type and Number COMPGRANTGA06P0780799 Capital Fund Program Grant No: GA06PO780799 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligate	Expended		
GA78 -3	REPLACED DOWNSPOUTS	1460	5	5,000	0	0	0		
GA78 -3	REPLACES OFFITS	1460	5	5,000		0	0		
GA78 -3	REPLACE LOCKS/DEADBOLTS	1460	30	30,000		0	0		
GA78 -3	RENOVATE KITCHENS	1460	75	388,310	57,640	366,251	366,251	Completed	
GA78 -3	REBUILD UNITS	1460	2	0	90,000	90,000	90,000		
GA78 -3	REPLACED HW	1460	75	22,500	0	0	0		
	<b>TOTAL</b>	<b>1460</b>		<b>450,810</b>	<b>147,640</b>	<b>147,640</b>	<b>147,640</b>		
GA78 -4	REPLACE LOCKS/DEADBOLTS	1460	70	7,000	0	0	0		
GA78 -4	REBUILD UNITS	1460	2	0	90,000	90,000	90,000.00	Completed	
	<b>TOTAL</b>	<b>1460</b>		<b>7,000</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000.00</b>		
GA78 -5	UPGRADE ELEVATORS	1460	2	177,300	250,000	250,000	250,000	Completed	
GA78 -5	REPLACE LOCKS/DEADBOLTS	1460	118	17,800	0	0	0		
GA78 -5	UPGRADE LOCK SCORE SYS.	1460	100	0	10,000	10,000	10,000.00		
GA78 -5	SMOKE ALARMS	1460	100	0	100,000	100,000	100,000.00		
GA78 -5	RENOVATE OFFICE/EQUIP	1460	5	0	66,347	66,347	66,347		
	<b>TOTAL</b>	<b>1460</b>		<b>195,100</b>	<b>426,347</b>	<b>426,347</b>	<b>426,347</b>		

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

PHAName: EASTPOINTHOUSING AUTHORITY	GrantTypeandNumberCOMPGRANTGA06P07870799 CapitalFundProgramNo: GA06PO780799 ReplacementHousingFactorNo:	FederalFYofGrant: 1999
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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	
SECURITY above baseline PHA Wide	9/30/99			9/30/01	12/31/01	03/02	Contract extended to complete required work as a new administration assumed the director ate on 12/.20/01.
MAINT BLDG.	9/30/99			9/30/01	12/31/01	03/02	
ADMINISTRATION	9/30/99			9/30/01	12/31/01	03/02	
FEES & COSTS	9/30/99			9/30/01	12/31/01	03/02	
GA78 -1	9/30/99			9/30/01	12/31/01	03/02	
GA78 -2	9/30/99			9/30/01	12/31/01	03/02	
GA78 -3	9/30/99			9/30/01	12/31/01	03/02	
GA78 -4	9/30/99			9/30/01	12/31/01	03/02	
GA78 -5	9/30/99			9/30/01	12/31/01	03/02	

**Attachment D: Deconcentration and Income Mixing**

**6. Deconcentration and Income Mixing**

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

b.  Yes     No    Do any of these covered developments have average incomes above or below 85% to 115% of the average income of all such developments? If no, this section is complete. The East Point Housing Authority has reviewed and conducted a thorough analysis of all developments in June 2002. The data indicated two (2) PHA developments (Washington Carver Homes and O.J. Hurd) have average incomes above or below 85% to 115% of the average incomes for all developments.

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
GA78-002 Washington Carver Homes	99	Average income is 75.89% of all developments	See Policy
GA78-004 O.J. Hurd	34	Average income is 129.13% of all developments	See Policy

**ATTACHMENT D**  
**ADMISSIONS POLICY FOR DECONCENTRATION**

Overview

Section 513 of the Quality Housing and Work Responsibility Act (QHWRA), enacted October 21, 1999 requires Public Housing Agencies to submit with their Annual Plan an admissions policy designed to provide for deconcentration of poverty and income mixing in public housing developments. The policy must be designed to bring lower income residents into higher income developments and higher income residents into lower income developments.

The Final Rule on Public Housing Agency Plans published in 24 CFR Part 903 requires that Public Housing Agencies determine and compare the relative tenant incomes of each development occupied predominantly by families with children by determining the average household income in all such developments combined and define higher income developments as those with where the average family income is over this average and lower income developments as those where the average family income is under this average. Public Housing Agencies are then required to consider what admissions policies or incentives, if any, will be needed to bring higher income families into lower income developments and vice versa.

The East Point Housing Authority has completed such an analysis and reports that the analysis shows that there are two (2) properties that exceed or fall below the average income for predominantly family properties. Washington Carver Homes (GA 78 -002) has 99 units and the average monthly income is \$467.59 which falls below 85% of the average incomes for all developments. Also O.J. Hurd (GA 78 -004) has 34 units and the average monthly income is \$795.62 which falls above 115% of the average incomes for all developments.

An analysis of the waiting lists shows that 96.67% of the families on the waiting list have an adjusted family income of less than 30% of median. Therefore, waitlist manipulation policies may not have the desired significant impact on achieving improvement in the income mixing at EPHA properties.

As a strategy for achieving Deconcentration of poverty, the EPHA will review each applicants' adjusted income. The EPHA will consistently review the waiting list and ensure that income targeting does occur in assignment of units. When applicable based on unit availability, the applicants with higher incomes will be offered Washington Carver Homes and those with lower incomes will be offered O.J. Hurd. If the family refuses the unit they will be placed at the bottom of the waiting list.

The most effective policy that the EPHA can and will pursue in order to improve the income mix at EPHA properties will be to redouble its efforts to help as many current residents as possible to work toward self-sufficiency in pursuing training opportunities and overcoming barriers to successful employment. De facto housing discrimination policies, particularly in the South attributed to lower income residents being targeted for specific developments.

#### **Section 4: Certifications**

All certifications have been forwarded to HUD as per regulation. Certifications forwarded include:

HUD Form 50070

HUD Form 50071

HUD Form LLL

PHA Certification of Compliance with the PHA Plans and related regulations

State Certification

**ga078e02(AttachmentE)RecommendationsfromResidentAdvisoryBoard**

**AdvisoryBoardMembers**

**HillcrestHomes:AddressHomePh**

VickieAllen2141StantonRd.	C7(404)	684-9297	Chairperson
AngelaOkpan2131Stanton	Cir.B1(404)	768-8749	
PriscillaGriffin2163Stant	onCir.B4(404)	207- 1251	
CarsandraRobertson2133Stanton	CirB1	Alternate	

**MartelHomes:**

MarleneHunter1095Calh	ounAve.(404)	762- 6524	
SueEllaHouseworth3052JohnFreemanWay	(404)	767- 2122	

**O.J.Hurd:**

BeckyDunmon3006RandallSt.	(404)761	-0349	(404)353 -9052cell
DianaChaney	3018Randall	St.(404)762-	5376
PamKing3040RandallSt	Alternate		

**NelmsHouse:**

AngelaHarmon1600Connal	lyDr.201(404)766	-8901	
AnnaThomas1600ConnallyDr.	512(404)767	-6199	

**WashingtonCarver:**

SyrtaEdge1208WashingtonAve.	C4(404)6	84 -6468	
EvaWalker1219WashingtonCir	cle.D1	(404)767 -8061	
FrancesHoward1156WashingtonCir	cle.B1	(404)761 -7506	

**AdvisoryBoardMembers**

**Section -8**

**AddressHomePhone**

CatherineD.Smith1339ElizabethLane	(404)669	-9583	
JeanFrazier3180ChurchSt.	(404)559	-9654	Co -Chair

# Advisory Board Meeting

## Minutes

### May 9, 2002

**Attendance by Board Members (Residents)** : Angela Harmon; Nelms House, Anna Thomas; Nelms House, Angela Okpan; Hillcrest Homes, Carsandra Roberson; Hillcrest, Priscilla Griffin; Hillcrest Homes, Vickie Allen; Hillcrest Homes, Syrita Edge; Washington Carver, Eva Walker; Washington Carver and Sue Ella Houseworth; Martel Homes. (**EPHA Staff/Guest**): Michael Kucharzak, Mary Jeter, Kim Lemish, Bobby Hensley and Jean Lee.

Michael welcomed all of those in attendance to the first formal meeting of the Advisory Board. Introductions were made and Michael shared professional background experience about himself. Michael proceeded to follow meeting agenda. He explained the role of the Advisory Board was to learn of the PH programs and advise the Board of Commissioners on concerns and/or thoughts on said programs. He also informed the Advisory Board they needed a chairperson. He introduced the program supervisors, each supervisor shared the procedure for their program.

**Mary Jeter**, Director of Section 8, distributed program packets for review, explained (1) the process of applying for the Section 8 (Assisted Housing) program, (2) how voucher allowance is determined as well as fare market rent, (3) voucher portability, (4) rules and regulations of occupancy of a unit, (5) consumer responsibility for utilities and property and (6) that program participants pay 30% of their income. She responded to each question asked.

**Kim Lemish**, Director Public Housing, reviewed (1) the process for applying for public housing, (2) she addressed floor rates and income based rates and (3) EPHA rules and regulations.

Q: What is done about residents who have poor housekeeping skills?

Ans: 1. Inspection is done and if home is not up to code, a warning and a reasonable amount of time is given to correct problem. Referral for assistance can be provided.

2. Follow-up inspection is done if problem is not corrected could receive a eviction notice.

Kim shared that EPHA will be incorporating a Family Self-Sufficiency (FSS) program into its services and that Jean Lee would be receiving future training for the program.

Michael asked that both Kim and Ms. Jeter address how the FSS program would affect them.

Response: The program could help with daycare help, transportation, education or receiving housing in the private market.

Michael explained how EPHA pays the City of East Point to operate the agency. He further shared where the majority PH funds come from HUD and Residents. One-Third comes from residents and Two-Thirds from HUD.

Michael K. shared future plans for affordable housing.



**Bobby Hensley**, Financial Consultant provided grant information to the board.

1. Capital Funds (2 -year grant) - To be used for the physical upkeep of EPHA property and funds management to run PH agency.
2. Drug Elimination (3 -year grant) = 100,000 per year to be used for private security/community police, to make improvements to property for the purpose of enhancing the safety of the community and for drug prevention activities.
3. Housing Assistance Payment (HAP) = Section 8 program, To be used for management fees, salaries and overhead expenses. All monies must be spent according to the specifics of the Annual Contribution Contract (ACC).

Addition Comments:

Martel Homes: Shared concern over how dark it is in the streets of their community at night, the need for street lights was introduced.

Hillcrest Homes: Shared safety concerns, the suggestion for private security was introduced.

Michael responded to concerns by sharing that more community officers to patrol communities, agreed that more/better lighting is a option, get the area and private officers are all possible options.

Next meetings schedule for May 16, 2002

Meeting Adjourned

# Advisory Board Meeting

## Minutes

### May 16, 2002

Attendance By Board Members: Angela Harmon, Vickie Allen, Eva Walker, Jean Frazier, Anna Thomas, Angela Okpan and Catherine Smith.  
Staff and Guest: Michael Kurcharak and Jean Lee.

Michael reviewed the purpose for Advisory Board, for first time attendee's as well as their Roles and Responsibilities.

Ms. Vickie Allen was nominated and voted Chairperson for the Advisory Board.  
Ms. Jean Frazier was nominated and voted Co-Chair.

Michael reviewed 5 year plan for EPHA, starting with 2001, passed out more copies of the EPHA CFP Worksheet, to be used as a visual.

Funding sources other than HUD was discussed including Hope VI.

Question was asked, regarding what would happen if family units were demolished?  
Ans: Section 8 voucher, placement in other EPHA communities.

Michael explained that the cost involved in the 5 year plan was an estimate. Michael informed the advisory board that they were welcome to review plan make recommendations and share feedback that could affect current estimate.

Michael asked board members to review worksheet and be prepared to share feedback on the proposal at next meeting.

Board members were reminded of Public Hearings scheduled for June 25, 2002 at Nelms House, at 7 p.m. The feedback given on 5 year plan could influence what is shared at Public Hearing meeting.

# Advisory Board Meeting Minutes

June 6, 2002

2:00pm

**Attendance By Board Members:** Vickie Allen, Anna Thomas, Eva Walker, Angela Harmon, Angela Okpan, Jean M. Frazier and Syrita Edge.

**Staff and Guest:** Michael Kucharzak and Jean Lee.

Chairperson Ms. Allen called meeting to order, she read the minutes from last meeting on May 16, 2002. She then turned the floor over to Mr. Kucharzak.

Mr. Kucharzak opened the floor to all members, and prepared to hear their feedback and recommendations as it pertains to the EPHA 5-year plan proposal.

Q: Ms. Frazier wanted to know if the budget could provide training for residents in PH And Section 8 (Housing Choice Voucher) programs or people coming out of shelters who needed training and assistance with employment training or housekeeping skills or how to obtain Housing Choice Vouchers?

Other board member agreed that this type of program is needed.

Ans: Mr. Kucharzak explained that there were some future plans that would address programs such as describe, program could be called the "Readiness Program". Mr. Kucharzak said that if the members instructed him he would identify \$25,000 in the 2001 budget and \$30,000 in the 2002 budget.

Q: Ms. Walker wanted to know what happens at a Public Hearing meeting.

Ans: Mr. Kucharzak shared that it was a meeting that is open to the entire public to comment on the agency plan. The hearing is a time to share ideas, receive feedback from the public and provide an opportunity for all to be heard and address the Board of Commissioners.

Q: Ms. Allen asked if there were funds available to assist persons with mental disabilities and whom may need assistance with taking care of themselves?

Ans: Mr. Kucharzak reminded that PH residents needed to be able to live independently, however for those persons who could be stabilized with the help of support services and medication could be housed. Mr. Kucharzak further stated that maybe sometime in the future EPHA may be able to accommodate less functional individuals but not now.

Q: Ms. Harmon wanted to know if the double sinks could be put in to replace old ones in Nelms House?

Ans:Mr.Kucharzak, stated that any replacements sinks would be double sinks.

Q:Ms.Harmon wanted to know about carpet for Nelms and what could be done about the current tile, these sections that would not be carpeted?

Ans:Mr.Kucharzak, stated that the carpeted areas would be the living and dining area. Would need to look into tile problem

Q:Ms.Walker and other board members wanted to know if fair conditioning could be included in budget?

Ans:Mr.Kucharzak stated that Central Air is allowable but costly and not possible in all apartments. A tentative solution might be that EPA purchase the A/C units with non federal funds and make them available to rent for about \$4.00 a month. It was further explained that to install A/C in every unit the cost would have to come from another budget. One of the factors to consider would be where to place units as well, for example to place an A/C in a room where there is only one window could impede a fire escape exit.

Additional Comments:

- Board would like to have all abbreviated words on CFP worksheet defined in detail.
- Board would like EPA to take a serious look at A/C problem. (esp. Elders/Handicap units)
- Board would like EPA to address damaged sidewalks, which make it difficult for physical challenged people to maneuver their wheelchairs. (esp. Hillcrest)
- In order to promote a safer environment, could the budget handle gating the communities, one way in one way out? Washington Carver gating the area behind the community.
- Nelms, request to have trash chute pressure washed, smell can become unbearable.
- Hillcrest, wanted to know why EPA was letting the police dept. occupy the space that was previously that Girls Inc. they wanted to know:
  1. Why the police needed the additional space? They barely use the space they currently have.
  2. Who's responsible for keeping space clean now that Girls Inc. is not there?
  3. Why couldn't the Resident Association utilize space to hold meetings as needed and for future community programs. Brief discussion about using the space as day care center. Jean Lee, explained that there was not enough space to run an official day care, but space could possibly be used for future community programs
- Washington Carver, has concerns about the playground area, it is in need of serious attention.
- Board wanted to know would there be a RFP (Request for Proposal) for the Remodel/Repairs work that are listed on CFP worksheet? Would like to have process explained.

Tentative date for next meeting set for June 20, 2002.

Meeting Adjourned